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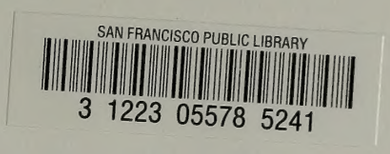

SAN FRANCISCO HOUSING AUTHORITY

1815 EGBERT AVENUE • SAN FRANCISCO, CALIFORNIA 94124 • TELEPHONE (415) 468-3800

Dianne Feinstein, *Mayor*
James G. Fussell, Jr., *President*
Reverend Harry Chuck, *Vice President*
Joan M. San Jule, *Commissioner*
Preston Cook, *Commissioner*
Betty Brooks, *Commissioner*
Elouise Westbrook, *Commissioner*
James McNamara, *Commissioner*

James E. Clay, *Executive Director/Secretary*

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JANUARY 3, 1986

P U B L I C N O T I C E

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 9:30 A.M., THURSDAY, JANUARY 9, 1986 AT 1815 EGBERT AVENUE.

James E. Clay

JAMES E. CLAY
SECRETARY/EXECUTIVE DIRECTOR

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, JANUARY 9, 1986 9:30 A.M., 1815 EGBERT AVENUE, SAN FRANCISCO CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * * *

1. ROLL CALL:

   James G. Fussell, Jr., President
   Reverend Harry Chuck, Vice President
   Joan M. San Jule, Commissioner
   Betty Brooks, Commissioner
   Elouise Westbrook, Commissioner
   James McNamara, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

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6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - Resolution of Appreciation to Ms. Emily Cupp, Employee of the Month - December 1985.

   (b) Resolution - Resolution Authorizing the Execution of a Contract Between the San Francisco Housing Authority and ED2 International and Community Design Collaborative, Architects in Association, to Provide Preliminary Architectural Designs for Two Hundred Four (204) New Apartments for Project Cal. 1-43.

   (c) Resolution - Resolution Authorizing the Extension of Moving and Storage Contract.

   (d) Resolution - Resolution Authorizing the Purchase of Monthly Tenant Statement Forms.

   (e) Resolution - Resolution Authorizing the Extension of the Software Lease Agreement with IBM Corporation.

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NEW BUSINESS (CONTINUED)

(f) Resolution - Resolution Authorizing Maintenance Service Contract (Sorbus Company)

12. ADJOURNMENT:

James E Clay

James E. Clay
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, January 9, 1986

1815 Egbert Avenue
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 1815 Egbert Avenue, San Francisco, California on Thursday, January 9, 1986 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Fussell at 9:30 a.m.

Roll Call found the following members to be:

PRESENT: James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President
Joan San Jule, Commissioner
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
James McNamara, Commissioner

A quorum was present.

ALSO PRESENT: James E. Clay, Executive Director
Geraldine Chavis, Legal Counsel

2. VISITORS:

President Fussell introduced to the Commission and audience Mr. L. Kirk Miller. Mr. Milller has been appointed to fill the vacancy on the Commission created by the resignation of Preston Cook. He is awaiting his swearing in by the Mayor before taking his seat on the Commission. Mr. Miller is an architect and has been very active in housing issues in the city. He has had a substantial amount of experience with the Community Development Block Grant process, reviewing applications for those funds.

Josie Abrams, Local 790
Maura Kealy, Local 790
Roxie McCormick, Sunnydale
Cindy McCormick

3. APPROVAL OF AGENDA:

The agenda was amended to add another item under new business: Resolution Appointing Director of Finance as Alternate Counter-Signatory to the President or Vice President.

Commissioner San Jule moved to approve the agenda of January 9, 1986 as amended and Commissioner Westbrook seconded the motion. The amended agenda of January 9, 1986 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Westbrook moved to approve the minutes of December 12, 1985 and Commissioner Brooks seconded the motion. The minutes of December 12, 1985 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Clay stated that the President of Senior Citizens City-Wide Council, Mrs. Kavanagh, notified staff that they will not have a report today. Also, staff was notified by telephone by Local 790

that they would like appear at the Commission to discuss the two proposed layoffs.

President Fussell introduced the new Director of Finance, Douglas Falkner.

6. REPORT OF SECRETARY:

Mr. Clay stated that Mr. Falkner is joining the Authority from the Peoria Housing Authority where he served successfully as Director of Section 8 and Director of Finance. When he left there he was Deputy Executive Director of the Agency. He has a strong background in finance and in public housing generally, which from a management point of view is a plus.

The Report of the Secretary has been distributed and Mr. Clay briefly reviewed his report: 1) Finance Committee Meeting: Reviewed year end statement as of September 30, 1985 and the first month of the new fiscal year ending October 31, 1985; 2) Audit: Experiencing some problems with the completion of the audit, which Touche Ross was contracted to do. A lengthy discussion followed regarding this matter. 3) Status Report - 440 Turk Street: Mr. Clay stated that the architect of the project is here and also the project coordinator. He introduced Jack Young of staff who is the project coordinator. Mr. Young introduced Mr. Claude Stoller the principal architect of Stoller Partners. Mr. Stoller showed an artist rendering of the new 440 Turk Street building and provided color samples of the exterior of the building.

7. COMMITTEE REPORT:

Finance Committee - President Fussell stated that the Committee met and considered many of issues under new business for approval by the full Commission. He called attention to the detailed computer generated analysis that was distributed and will be available to Finance Committee on a monthly basis.

8. REPORT OF COUNSEL:

Counsel Geraldine Chavis stated that the Report of Counsel was included in the packet. For informational purposes, she stated that the bond issue for Grosvenor Terrace, which was passed at the last Commission meeting, closed on the 27th of December, principal amount $13 million; Metro Place was renamed 730 Post Project closed 30th of December, principal amount $27 million. Commissioner McNamara requested that he receive a copy of the judge's written opinion on the National Utilities case when it becomes available.

9. TENANT REPRESENTATIVE REPORT:

Mrs. Maybelline Hubbard, President of PHTA, read the Report of PHTA Activities.

President Fussell commended the tenants for their efforts in reducing drugs in the developments. The next meeting of the Anti-Crime Drug Abatement Committee will be at the Potrero Hill Neighborhood House and he hoped that there would be a large turnout. Mr. Jim Williams will notify PHTA of the date once it has been confirmed by the Mayor's office.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

President Fussell called on the representatives from Local 790 to address the Commission with their concerns. Josie Abrams, President of the local chapter introduced Ms. Maura Kealy of Local 790. Ms. Kealy addressed the Commission regarding the layoff of two administrative employees at Rosa Parks. She requested that if Local 790 develops alternatives to the layoff that they could present it to the Commission although the 45 day prior notice has passed. Mr. Clay clarified that as long as they are not requesting an extension of time for the layoff to take place and that the process continues, he had no objection to this.

(a) RESOLUTION NO. 2759

RESOLUTION OF APPRECIATION TO
MS. EMILY CUPP
EMPLOYEE OF THE MONTH - DECEMBER 1985
* * * * * * * * * * * * * * * * * * *

WHEREAS, the San Francisco Housing Authority extends its appreciation to an employee who is considered to be reliable and dependable in assisting employees;

WHEREAS, Ms. Cupp has an excellent attendance record and is eager to assume other responsibilities in performing her duties as Personnel Technician for the Personnel Department;

NOW, THEREFORE, BE IT RESOLVED THAT:

The San Francisco Housing Authority Commissioners and its Executive Director/Secretary expresses its appreciation and commendation to Ms. Emily Cupp for her dedication in doing an excellent job.

/s/ James G. Fussell
James G. Fussell, Jr.
President

/s/ Harry Chuck
Reverend Harry Chuck
Vice President

/s/ Joan San Jule
Joan San Jule, Commissioner

/s/ Betty Brooks
Betty Brooks, Commissioner

/s/ Elouise Westbrook
Elouise Westbrook, Commissioner

/s/ James McNamara
James McNamara, Commissioner

/s/ James E. Clay
James E. Clay
Secretary/Executive Director

Mr. Clay introduced Ms. Emily Cupp of the Personnel Department who is the Employee of the Month for December 1985. The Commission and audience applauded Ms. Cupp for being selected Employee of the Month. President Fussell asked PHTA to work on a similar program for Tenant of the Month.

Commissioner Westbrook moved to adopt Resolution No. 2759 and Commissioner Brooks seconded the motion. Resolution No. 2759 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 2760

****

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND ED2 INTERNATIONAL AND COMMUNITY DESIGN COLLABORATIVE, ARCHITECTS IN ASSOCIATION, TO PROVIDE PRELIMINARY ARCHITECTURAL DESIGNS FOR TWO HUNDRED FOUR (204) NEW APARTMENTS FOR PROJECT CAL 1-43

****

WHEREAS, the architectural firms of ED2 International and Community Design Collaborative were retained by the Authority to develop a rehabilitation design for the Yerba Buena Plaza West complex; and

WHEREAS, the Authority and the Department of Housing and Urban Development has now chosen not to rehabilitate the Yerba Buena Plaza West Project, but instead to remove the existing buildings and replace them with new housing; and

WHEREAS, the Authority will require architectural assistance to develop a preliminary design for the new units; and

WHEREAS, the architectural firms of ED2 International and Community Design Collaborative have developed extensive experience at this site, know the concerns of the residents and have demonstrated excellent architectural abilities; and

WHEREAS, the Department of Housing and Urban Development has approved the use of these firms for these new apartments and has indicated that $40,800 in reimbursable costs are available to develop preliminary architectural plans for this project; and

WHEREAS, the firms of ED2 International and Community Design Collaborative have agreed to perform these architectural services for a fee of $36,000.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director be and he is authorized to execute an Agreement with ED2 International and Community Design Collaborative to provide preliminary architectural designs for the CAL 1-43 Project for a fee of $36,000.

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
Legal Counsel

Date:_____

Mr. Clay stated that HUD central has approved the demolition of the buildings at Plaza West. Funds for demolition are normally part of the development budget. He has spoken with HUD about trying to get HUD to approve the funds as quickly as possible before the development budget is approved. This resolution authorizes the execution of a contract with ED2 International and Community Design Collaborative for architectural services.

Commissioner Westbrook moved to adopt Resolution No. 2760 and Commissioner Chuck seconded the motion. Resolution No. 2760 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 2761

RESOLUTION AUTHORIZING THE EXTENSION
OF MOVING AND STORAGE CONTRACT
* * * * * * * * * * * * * * * * * * *

WHEREAS, the Authority awarded a moving and storage contract to the Scott and Scott Moving Company in 1984; and

WHEREAS, agreed to contractual language allows for extension or renewal at the Authority's option; and

WHEREAS, the contractor has performed satisfactorily throughout the contract period; and

WHEREAS, extension of contract services covering the period of December 1, 1985 through, and including September 30, 1986, is in the best economical and operational interest of the Authority;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to extend, for a ten (10) month period, the service contract of Scott and Scott Moving Company in the not-to-exceed amount of $34,700.00

APPROVED AS TO FORM:

_____
Legal Counsel

Date: _____

Commissioner Westbrook moved to adopt Resolution No. 2761 and Commissioner Chuck seconded the motion. Resolution No. 2761 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 2762

RESOLUTION AUTHORIZING THE PURCHASE
OF MONTHLY TENANT STATEMENT FORMS
* * * * * * * * * * * * * * * * * * *

WHEREAS, the Authority mails approximately 7,000 Tenant Statements per month in efforts to maintain monthly rental income at high levels; and

WHEREAS, said forms have been competitively priced by the Procurement Division; and

WHEREAS, said forms are required to maintain uninterrupted operational support to the Authority, during the balance of fiscal year 1985/86;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to place an order for Tenant Statements Forms with Moore Business Forms, Incorporated in the aggregate not-to-exceed amount of $9,887.00.

APPROVED AS TO FORM:

_____
Legal Counsel

Date: _____

Commissioner Westbrook moved to adopt Resolution No. 2762 and Commissioner Brooks seconded the motion. Resolution No. 2762 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO. 2763

RESOLUTION AUTHORIZING THE EXTENSION OF THE SOFTWARE LEASE AGREEMENT WITH IBM CORPORATION

* *

WHEREAS, the Board of Commissioners authorized funds to lease certain computer software developed and manufacturered by the IBM Corporation per Resolution No. 2721, adopted October 10, 1985; and

WHEREAS, the aforementioned funding covered the first sixty (60) days of fiscal year 1985/86; and

WHEREAS, said software is required to support computer operations of the Authority during the balance of fiscal year 1985/86;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. The Executive Director is hereby authorized to increase funding, required to lease the aforementioned software, in the amount of $11,133, to cover cost during the period of December 1, 1985 through, and including, September 30, 1986.

APPROVED AS TO FORM:

_____
Legal Counsel

Date: _____

Commissioner Westbrook moved to adopt Resolution No. 2763 and Commissioner Brooks seconded the motion. Resolution No. 2763 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION NO. 2764

RESOLUTION AUTHORIZING MAINTENANCE SERVICE CONTRACT (SORBUS COMPANY)

* * * * * * * * * * * * * * * * * * * *

WHEREAS, the Board of Commissioners authorized the Authority to enter into various maintenance service contracts with computer equipment manufacturers for first sixty (60) days of fiscal year 1985/86, under Resolution No. 2721, adopted October 10, 1985; and

WHEREAS, said contract was entered into with the IBM Corporation; and

WHEREAS, it is necessary that Authority computer equipment be maintained during the balance of fiscal year 1985/86;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to cancel the aforementioned service contract with the IBM Corporation, with cancellation to be effective January 31, 1986.

2. The Executive Director is authorized to award a computer equipment maintenance service contract to the Sorbus Company, to cover the period of February 1, 1986 through and including, September 30, 1986, in the not-to-excced amount of $20,495.

APPROVED AS TO FORM:

_____

Legal Counsel

Date: _____

Commissioner Brooks moved to adopt Resolution No. 2764 and Commissioner Chuck seconded the motion. Resolution No. 2764 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION NO. 2765

RESOLUTION APPOINTING THE DIRECTOR OF FINANCE AS ALTERNATE COUNTER-SIGNATORY TO THE PRESIDENT OR VICE PRESIDENT

* *

WHEREAS, Article II, Section IV of the Authority's By-Laws authorizes the Secretary to act as Treasurer and to sign all orders and checks for the payment of money; and

WHEREAS, Article II, Section IV further authorizes the President or Vice President to countersign all such orders and checks; and

WHEREAS, it has been deemed necessary to appoint an alternate signatory to the President or Vice President to countersign such orders and checks;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Director of Finance of the Authority be and hereby is appointed as a counter-signatory and authorized and empowered at all times, along with the President or Vice President, to countersign orders and checks for the payment of money.

2. This resolution is to take effect immediately.

APPROVED AS TO FORM:

_____
GERALDINE L. CHAVIS
Legal Counsel

DATED: _____, 1986.

Commissioner Westbrook moved to adopt Resolution No. 2765 and Commissioner Brooks seconded the motion. Resolution no. 2765 was UNANIMOUSLY ADOPTED.

Visitors - Mr. Clay called on the following visitors who wished to address the Commission: Cindy McCormick-applicant for housing and Ms. Roxie McCormick, Sunnydale - seeking housing for daughter in law and complaint about automobiles in Sunnydale.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of January 9, 1986 was adjourned at 10:45 a.m.

_____
JAMES G. FUSSELL, JR., President

James E. Clay
_____
JAMES E. CLAY
Executive Director/Secretary

SAN FRANCISCO HOUSING AUTHORITY

1815 EGBERT AVENUE • SAN FRANCISCO, CALIFORNIA 94124 • TELEPHONE (415) 468-3800

Dianne Feinstein, *Mayor*
James G. Fussell, Jr., *President*
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Joan M. San Jule, *Commissioner*
Preston Cook, *Commissioner*
Betty Brooks, *Commissioner*
Elouise Westbrook, *Commissioner*
James McNamara, *Commissioner*

James E. Clay, *Executive Director/Secretary*

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Special

NOTICE OF SPECIAL MEETING

The Commission of the San Francisco Housing Authority will conduct a Special Meeting on Thursday, January 16, 1986 at 9:00 a.m., in the Commission Room at 1815 Egbert Avenue.

The meeting is a program planning meeting focusing on goals and objectives for the coming year.

James E. Clay
Secretary/Executive Director

DATE: January 10, 1986

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A G E N D A
* * * * * *

Special Meeting
San Francisco Housing Authority
9:00 a.m. January 16, 1986

1815 Egbert Avenue
San Francisco, California

ROLL CALL:

James G. Fussell, President
Reverend Harry Chuck, Vice President
Joan M. San Jule, Commissioner
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
James McNamara, Commissioner

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APPROVAL OF AGENDA:

VISITORS:

NEW BUSINESS:

Program planning for the coming year.

ADJOURNMENT:

James E. Clay
Secretary/Executive Director

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Special

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Minutes

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Special Meeting Held:
Thursday, January 16, 1986

1815 Egbert Avenue
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in special session at 1815 Egbert Avenue, San Francisco, California on Thursday, January 16, 1986 at 9:00 a.m.

1. ROLL CALL:

The meeting was called to order by President Fussell at 9:00 a.m.

Roll Call found the following members to be:

PRESENT: James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President
Joan San Jule, Commissioner
Preston Cook, Commissioner
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
James McNamara, Commissioner

A quorum was present.

ALSO PRESENT: James E. Clay, Executive Director

2. VISITORS:

None

3. APPROVAL OF AGENDA:

The special meeting of the Commission was called for the purpose of program planning and setting up goals and objectives for the coming year.

4. NEW BUSINESS:

Mayor Dianne Feinstein attended the meeting briefly in order to swear into office Commissioner L. Kirk Miller upon his appointment to the Commission and Commissioners Fussell, Brooks and McNamara upon their reappointment to the Commission.

No Commission action was taken or required.

4. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of January 16, 1986 was adjourned at 12:05 p.m.

JAMES G. FUSSELL, JR., President

James E. Clay

JAMES E. CLAY
Executive Director/Secretary

SAN FRANCISCO HOUSING AUTHORITY

1815 EGBERT AVENUE • SAN FRANCISCO, CALIFORNIA 94124 • TELEPHONE (415) 468-3800

Dianne Feinstein, *Mayor*
James G. Fussell, Jr., *President*
Reverend Harry Chuck, *Vice President*
Joan M. San Jule, *Commissioner*
Preston Cook, *Commissioner*
Betty Brooks, *Commissioner*
Elouise Westbrook, *Commissioner*
James McNamara, *Commissioner*

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JANUARY 21, 1986

P U B L I C N O T I C E

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 9:30 A.M., THURSDAY, JANUARY 23, 1986 AT 1815 EGBERT AVENUE.

James E. Clay

JAMES E. CLAY
SECRETARY/EXECUTIVE DIRECTOR

REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, January 23, 1986 9:30 A.M., 1815 EGBERT AVENUE, SAN FRANCISCO CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * * * *

1. ROLL CALL:

   James G. Fussell, Jr., President
   Reverend Harry Chuck, Vice President
   Joan M. San Jule, Commissioner
   Betty Brooks, Commissioner
   Elouise Westbrook, Commissioner
   James McNamara, Commissioner
   L. Kirk Miller, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

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5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:
   Reseating of Commissioners Fussell, Brooks and McNamara
   Seating of Commissioner L. Kirk Miller

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - Resolution Commending Wilbur W. Hamilton for Services to the San Francisco Housing Authority.

   (b) Resolution - Resolution Commending Jane P. Hale for Services to the San Francisco Housing Authority.

   (c) Resolution - Resolution Authorizing the Execution of a Contract Between the San Francisco Housing Authority and Demakas Plumbing for Preventive Maintenance Service to 136 Boilers.

   (d) Resolution - Resolution Approving Change Orders to the Construction Contract for 440 Turk Street Development at 440 Turk Street, Cal. 1-41.

T E N T A T I V E A G E N D A
* * * * * * * * * * * * * * * *

SAN FRANCISCO HOUSING AUTHORITY
THURSDAY, JANUARY 23, 1986
PAGE TWO

11. NEW BUSINESS: (continued)

(e) Resolution - Resolution Increasing Contract Fee for Contract Between San Francisco Housing Authority and Mr. Mark Christopher Hillard, A.I.A., for Construction Inspection Services at CAL 1-41, 440 Turk Street.

(f) Resolution - Resolution Authorizing an Agreement Between the Department of Social Services and the San Francisco Housing Authority for the Placement of Homeless Families.

12. ADJOURNMENT

James E. Clay

James E. Clay
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, January 23, 1986

1815 Egbert Avenue
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 1815 Egbert Avenue, San Francisco, California on Thursday, January 23, 1986 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Fussell at 9:30 a.m.

Roll Call found the following members to be:

PRESENT: James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President
Joan San Jule, Commissioner
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
James McNamara, Commissioner
L. Kirk Miller, Commissioner (Arrived 9:32)

A quorum was present.

ALSO PRESENT: James E. Clay, Executive Director

2. VISITORS:

The visitors present did not fill out cards.

3. APPROVAL OF AGENDA:

Commissioner Brooks moved to approve the agenda of January 23, 1986 and Commissioner Westbrook seconded the motion. The agenda of January 23, 1986 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Brooks moved to approve the minutes of January 9, 1986 and Commissioner Westbrook seconded the motion. The minutes of January 9, 1986 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None

6. REPORT OF SECRETARY:

Seating of Commissioner L. Kirk Miller: Mr. Clay stated that the Mayor has appointed L. Kirk Miller to the Commission to fill the vacancy that resulted from the resignation of Preston Cook. The documents have been received from the Mayor's office

appointing Mr. Miller to the Commission. Commissioner Westbrook moved that the documents be accepted and filed and Commissioner Brooks seconded the motion. The motion was UNANIMOUSLY ADOPTED. Commissioner San Jule moved to seat L. Kirk Miller as a member of the Commission of the San Francisco Housing Authority and Vice President Chuck seconded the motion. The motion was UNANIMOUSLY ADOPTED. Mr. Clay congratulated Commissioner Miller on his appointment and welcomed him to the Commission.

Reseating of Commissioners Fussell, Brooks and McNamara: For this portion of the meeting Vice President Chuck chaired the meeting. Mr. Clay stated that documents have been received from the Mayor's office reappointing Commissioners Fussell, Brooks and McNamara to the Commission of the Housing Authority. Commissioner San Jule moved that the documents be accepted and filed and Commissioner Westbrook seconded the motion. The motion was UNANIMOUSLY ADOPTED. Commissioner San Jule moved that Commissioners Fussell, Brooks and McNamara be reseated as members of this Authority and Commissioner Westbrook seconded the motion. The motion was UNANIMOUSLY ADOPTED. Mr. Clay and the Commission congratulated the Commissioners on their reappointment.

President Fussell stated that he and Mr. Clay will be meeting with the Mayor February 6 to review the status of the Authority. Commissioner Westbrook recommended that Vice President Chuck also be included in this meeting.

7. COMMITTEE REPORT:

None

8. REPORT OF COUNSEL:

Written Report of Counsel was included in the Commission packet that was distributed.

Commissioner San Jule raised a question regarding outside counsel. Mr. Clay stated that a decision has been made to employ another attorney to try to make a determination as to what is the most cost effective way to deal with legal issues. An outside attorney would still be needed in major cases but the in-house attorney can take care of the smaller, routine cases.

9. TENANT REPRESENTATIVE REPORT:

None.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

(a) RESOLUTION NO. 2766

RESOLUTION COMMENDING WILBUR W. HAMILTON FOR SERVICES TO THE SAN FRANCISCO HOUSING AUTHORITY

* *

WHEREAS, Wilbur W. Hamilton was appointed to the San Francisco Housing Authority by Mayor Dianne Feinstein on March 4, 1985 as Interim Executive Director; and

WHEREAS, during the period as Interim Executive Director, Mr. Hamilton worked diligently and with compassion for the improvement of the San Francisco Housing Authority; and

WHEREAS, Mr. Hamilton has earned the abiding respect and affection of the Commission of this Authority and his professional colleagues for his loyalty to the principles of public service;

NOW, THEREFORE, BE IT RESOLVED THAT THE COMMISSION OF THE SAN FRANCISCO HOUSING AUTHORITY deems it proper and fitting that it hereby extends to Mr. Wilbur W. Hamilton its deepest appreciation for these valued services.

/s/ James G. Fussell, Jr.
James G. Fussell, Jr.
President

/s/ Harry Chuck
Reverend Harry Chuck
Vice President

/s/ Joan San Jule
Joan San Jule, Commissioner

/s/ Betty Brooks
Betty Brooks, Commissioner

/s/ Elouise Westbrook
Elouise Westbrook, Commissioner

/s/ James McNamara
James McNamara, Commissioner

/s/ L. Kirk Miller
L. Kirk Miller, Commissioner

/s/ James E. Clay
James E. Clay
Secretary/Executive Director

(b) RESOLUTION NO. 2767

RESOLUTION COMMENDING JANE P. HALE FOR SERVICES TO THE SAN FRANCISCO HOUSING AUTHORITY

* *

WHEREAS, the San Francisco Housing Authority desired to engage a consultant to provide professional services in connection with fiscal and administrative matters; and

WHEREAS, the San Francisco Housing Authority entered into a contract on the 28th day of March, 1985 with Jane P. Hale to provide these services; and

WHEREAS, during her tenure as Deputy Executive Director for Finance/Administration, Ms. Hale discharged her duties diligently, faithfully and in the best tradition of public service;

NOW, THEREFORE, BE IT RESOLVED THAT THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, acting on its behalf and for the staff of this Authority, deems it proper and fitting that it hereby extends to Ms. Jane P. Hale its deepest appreciation for these valued services.

/s/ James G. Fussell, Jr.
James G. Fussell, Jr.
President

/s/ Harry Chuck
Reverend Harry Chuck
Vice President

/s/ Joan San Jule
Joan San Jule, Commissioner

/s/ Betty Brooks
Betty Brooks, Commissioner

/s/ Elouise Westbrook
Elouise Westbrook, Commissioner

/s/ James McNamara
James McNamara, Commissioner

/s/ L. Kirk Miller
L. Kirk Miller, Commissioner

/s/ James E. Clay
James E. Clay
Secretary/Executive Director

Item (a) - Resolution No. 2766 and Item (b) - Resolution No. 2767 were held over until the end of the meeting awaiting the arrival of Mr. Hamilton.

(c) RESOLUTION NO. 2768

RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND DEMAKAS PLUMBING FOR PREVENTIVE MAINTENANCE SERVICE TO 136 BOILERS

* *

WHEREAS, the Authority awarded a boiler preventive maintenance contract to Demakas Plumbing Company in January of 1983; and

WHEREAS, agreed to contractual language allows for extension or renewal at the Authority's option; and

WHEREAS, the contractor has performed satisfactorily throughout the contract period; and

WHEREAS, extension of contract services covering the period January 15, 1986 through, and including, September 30, 1986 is in the best economical and operational interest of the Authority;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to extend for an eight and one half (8-1/2) month period, the service contract of Demakas Plumbing Company in the not-to-exceed amount of $116,082.

APPROVED AS TO FORM:

_____
Geraldine Chavis, Legal Counsel

Date: _____

Commissioner Westbrook moved to adopt Resolution No. 2768 and Commissioner Brooks seconded the motion. Resolution No. 2768 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 2769

RESOLUTION APPROVING CHANGE ORDERS
TO THE CONSTRUCTION CONTRACT
FOR 440 TURK STREET DEVELOPMENT
AT 440 TURK STREET, CAL. 1-41
* *

WHEREAS, a Turnkey Contract of Sale (hereinafter called "the Contract") was executed on June 7, 1985 with Central City Developers, Inc. for a nine-story senior citizen and office development at 440 Turk Street, CAL 1-41; and

WHEREAS, additional work, identified as Change Orders numbered "T-1" and "T-2", is required beyond the work presently specified in the Contract; and

WHEREAS, this additional work is necessary to make this project functional and cannot be practically performed after completion of the Contract; and

WHEREAS, the cost of this additional work will be $25,334.00 and the staff has determined this cost to be fair and reasonable; and

WHEREAS, the funds for this cost are authorized and available in the approved Turnkey budget.

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1) The identified Change Orders for this additional work be approved in the amount of $25,334.00.

2) The Executive Director is authorized to execute said Change Orders.

3) This Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
Legal Counsel

_____
Date

President Fussell called on Jack Young of the Program Development staff, who is monitoring this project to explain the change orders which have to do with underpinning the foundation of the adjoining building to 440 Turk Street. Commissioner Miller questioned who would be responsible in this situation, noting that state law cites the owner responsible if the excavation did not go below the threshold.

Commissioner Westbrook moved to adopt Resolution No. 2769 and Commissioner Brooks seconded the motion. Resolution No. 2769 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO. 2770

RESOLUTION INCREASING CONTRACT FEE
FOR THE CONTRACT BETWEEN HOUSING AUTHORITY
AND MARK CHRISTOPHER HILLARD, A.I.A.,
FOR CONSTRUCTION INSPECTION SERVICES
AT CAL 1-41, 440 TURK STREET PROJECT
* *

WHEREAS, it was by this Commission resolved on August 8, 1985, to contract for construction inspection services with Mark Hillard, A.I.A., in an amount not to exceed $32,000; and

WHEREAS, additional requirements for the review and recommendation of monthly progress payments by the Construction Inspecting Architect was made a part of the financing agreement; and

WHEREAS, the Contractor is requiring $5,980.00 for executing this additional requirement; and

WHEREAS, the contract approved by Resolution No. 2691 needs to be revised to include the additional requirement and to conform to the Authority's Standard Contract for professional services; and

WHEREAS, funds for this increase of cost are available in the "Contingency" line item of the approved budget;

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1) The Executive Director is authorized to revise the form of contract and increase the contract with Mark Hillard, A.I.A., for Inspecting Architect services by $5,980.00 for a total contract sum not to exceed $37,980.00 and

2) This action is contingent upon a satisfactory resolution of all outstanding contracting questions between the Housing Authority and the Contractor and upon HUD approval.

3) This resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Legal Counsel

Date: _____

Mr. Clay amended the resolution to insert a new item "No. 3) Resolution No. 2691 is rescinded" and No. 3 will become No. 4.

Commissioner Miller asked Mr. Hillard to outline his scope of work.

Commissioner Westbrook moved to adopt Resolution No. 2770 as amended and Vice President Fussell seconded the motion. Resolution No. 2770 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION NO. 2771

RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE DEPARTMENT OF SOCIAL SERVICES OF THE CITY AND COUNTY OF SAN FRANCISCO AND THE SAN FRANCISCO HOUSING AUTHORITY FOR THE PLACEMENT OF HOMELESS FAMILIES

* *

WHEREAS, the Department of Social Services of the City and County of San Francisco has requested Housing Priority Status I for families currently housed in residential hotels in the city of San Francisco; and

WHEREAS, the San Francisco Housing Authority currently has over 300 dwelling units in a vacant condition and seeks to repair and rent these units as soon as possible; and

WHEREAS, the Department of Social Services of the City and County of San Francisco has agreed to reimburse the Housing Authority for the cost of rehabilitation of vacant units and expenses incidential to the occupancy of vacant units by families currently housed in residential hotels by the Department of Social Services; and

WHEREAS, the Department of Social Services of the City and County of San Francisco and the San Francisco Housing Authority have jointly developed an arrangement whereby the Housing Authority will grant Housing Priority Status I to families otherwise eligible for public housing and living under the auspices of the Department of Social Services in residential hotels, and the Department of Social Services has agreed to reimburse the Housing Authority for the cost of rehabilitation and incidental expenses related to the transfer of families to public housing units;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, THAT:

1. The Executive Director is authorized to execute the attached agreement between the City and County of San Francisco and the San Francisco Housing Authority.

2. That this resolution is effective immediately.

/Attachment

APPROVED AS TO FORM:

_____

Geraldine L. Chavis, Legal Counsel

DATED: _____

Commissioners Brooks and Westbrook expressed their concerns regarding the people who are currently on our waiting list in need of housing. Questions were raised regarding the screening process. Mr. Clay assured the Commission that the same criteria and eligibility requirements would have to be met by the applicants in this program.

Vice President Chuck moved to adopt Resolution No. 2771 and Commissioner Brooks seconded the motion. Resolution No. 2771 passed by MAJORITY VOTE with one no vote from Commissioner McNamara.

Acknowledging the presence of Mr. Hamilton in the audience, President Fussell read Resolution No. 2766 and presented it to Mr. Hamilton along with a plaque. The Commission and audience applauded Mr. Hamilton. Mr. Hamilton stated that he appreciated the opportunity of working with the Authority. He thanked the Commission and the staff for their cooperation while he was here and expressed his appreciation for the Resolution.

Commissioner San Jule moved to adopt Resolution No. 2766 and Commissioner Brooks seconded the motion. Resolution No. 2766 was UNANIMOUSLY ADOPTED.

Commissioner Brooks moved to adopt Resolution No. 2767 and Commissioner San Jule seconded the motion. Resolution No. 2767 was UNANIMOUSLY ADOPTED. Mrs. Hale was not present to receive her resolution because she was out of town.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of January 23, 1986 was adjourned at 10:45 a.m.

JAMES G. FUSSELL, JR., President

James E. Clay

JAMES E. CLAY
Executive Director/Secretary

SAN FRANCISCO HOUSING AUTHORITY

1815 EGBERT AVENUE • SAN FRANCISCO, CALIFORNIA 94124 • TELEPHONE (415) 468-3800

Dianne Feinstein, *Mayor*
James G. Fussell, Jr., *President*
Reverend Harry Chuck, *Vice President*
Joan M. San Jule, *Commissioner*
Preston Cook, *Commissioner*
Betty Brooks, *Commissioner*
Elouise Westbrook, *Commissioner*
James McNamara, *Commissioner*

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P U B L I C N O T I C E

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 9:30 A.M., THURSDAY, FEBRUARY 13, 1986 AT 1815 EGBERT AVENUE.

James E Clay

JAMES E. CLAY
SECRETARY/EXECUTIVE DIRECTOR

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2/13/86

REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, FEBRUARY 13, 1986 9:30 A.M., 1815 EGBERT AVENUE, SAN FRANCISCO CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * * *

1. ROLL CALL:

   James G. Fussell, Jr., President
   Reverend Harry Chuck, Vice President
   Joan M. San Jule, Commissioner
   Betty Brooks, Commissioner
   Elouise Westbrook, Commissioner
   James McNamara, Commissioner
   L. Kirk Miller, Commissioner

2. VISITORS:

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3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

   Special Meeting January 16, 1986
   Regular Meeting January 23, 1986

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - of Appreciation to Mr. Jon Miracle, Employee of the Month, January 1986

   (b) Resolution - Authorizing the Director of Finance to Countersign Orders and Checks

   (c) Resolution - Authorizing the Executive Director to Execute A Contract between The San Francisco Housing Authority and the De La Fuente Engineering Group for Required Engineering for the Replacement of Valencia Gardens and Alemany Site Gas Lines

   (d) Resolution - Resolution Authorizing Approval of Relocation Costs for Yerba Buena West Residents

New Business (continued)

(e) Resolution - Resolution Authorizing the Executive Director To Execute Contracts Between the San Francisco Housing Authority and S. J. Engineers, Filoro Corporation/K.M. Engineering, Tony Sosa and Associates and David K. Low and Associates for Required Engineering for the Installation of Fire Sprinkler Systems at Valencia Gardens, Bernal Dwellings, Westside Courts, North Beach, Ping Yuen, Ping Yuen North and Hayes Valley

(f) Resolution - Authorizing the Purchase of Computer Printout Paper

(g) Resolution - Authorizing the Purchase of Refrigerators and Gas Ranges for the Balance of Fiscal Year 1986

(g) Resolution - Authorizing the Purchase of Maintenance Service Work Orders

(h) Resolution - Approving a Comprehensive Tenant Maintenance Charge List

12. ADJOURNMENT:

James E. Clay

JAMES E. CLAY
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, February 13, 1986

1815 Egbert Avenue
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 1815 Egbert Avenue, San Francisco, California on Thursday, February 13, 1986 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Fussell at 9:30 a.m.

Roll Call found the following members to be:

PRESENT: James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President (arrived 9:38)
Joan San Jule, Commissioner
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
James McNamara, Commissioner
L. Kirk Miller, Commissioner

A quorum was present.

ALSO PRESENT: James E. Clay, Executive Director
Geraldine Chavis, Legal Counsel

2. VISITORS:

Christine Neal, Alice Griffith
Dollie Smith, Hunters Point
Florine Johnson, Hunters Point

3. APPROVAL OF AGENDA:

Mr. Clay requested that another item be added under new business: Resolution Approving the Payment of Premiums for Property Insurance and General Liability Coverage, and that this item be reviewed when the insurance brokers arrive.

Commissioner Westbrook moved to approve the agenda of February 13, 1986 as amended and Commissioner Brooks seconded the motion. The amended agenda of February 13, 1986 was UNANIMOUSLY APPPROVED.

4. APPROVAL OF MINUTES:

Commissioner Brooks moved to adopt the minutes of the special meeting of January 16, 1986 and Commissioner Westbrook seconded the motion. The minutes of the special meeting of January 16, 1986 were UNANIMOUSLY APPROVED.

Commissioner Brooks moved to approve the minutes of January 23, 1986 and Commissioner Westbrook seconded the motion. Commissioner Miller requested that the minutes reflect in the discussion regarding the change order for 440 Turk Street that there is the potential that the money that will actually cost the Authority will be more than $25,000 as indicated in the resolution. There is an additional cost of loss of interest from the bond money. The minutes of January 23, 1986 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Clay noted the items that were included in the supplemental packet: PHTA Budget, Debt Payment Schedule, and 440 Turk Street issue that Commissioner Miller noted above.

Site and Design Committee - President Fussell announced the reactivation of the Site and Design Committee and named Commissioner Miller as chairman and Commissioners San Jule and Brooks as members. With the 440 Turk Street and Plaza West projects President Fussell felt it was important to reactivate this committee to review the progress on these developments. Mr. Clay added that another project ready to be reviewed by the Site and Design Committee are the units from the Redevelopment Agency in the Western Addition, which the Authority will manage. These units are available as part of a settlement in a lawsuit against the Redevelopment Agency.

Noting the arrival of the Authority's insurance brokers, Mr. Ed Linson of Johnson & Higgins, and Roosevelt Carrie of R. Carrie Agency, the resolution regarding the insurance premiums was reviewed at this time.

RESOLUTION NO. 2772

RESOLUTION APPROVING THE PAYMENT OF PREMIUMS FOR PROPERTY INSURANCE AND GENERAL LIABILITY COVERAGE

* *

WHEREAS, the Authority's General Liability and Property Insurance Policies expired February 1, 1986; and

WHEREAS, to prevent the Authority from being without insurance coverage, the Executive Director on January 31, 1986, deemed it necessary to bind the Authority to General Liability and Property Insurance policies as follows: General Liability in the amount of $300,000 for a premium of $309,900, with Pine Top Insurance Company, and Property Insurance with the loss limit of $13,000,000.00, for a premium of $833,811.00, with California Union, Illinois Union, Utica Mutual, Industrial Indemnity, and Pine Top Insurance Companies; and

WHEREAS, the Commissioners of the San Francisco Housing Authority desire to ratify that action:

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the action of the Executive Director to bind the Authority to Pine Top Insurance Company in the amount of $300,000 for General Liability insurance, and with California Union, Illinois Union, Utica Mutual, Industrial Indemnity, and Pine Top Insurance Companies, for Property insurance in the amount of $833,811.00, is hereby ratified.

APPROVED AS TO FORM:

_____
GERALDINE L. CHAVIS
Legal Counsel

DATE:_____

President Fussell called on Mr. Ed Linson who provided some background information, answered questions from the Commission

and offered some alternatives to the current crisis facing the Authority regarding the high cost of insurance premiums.

Vice President Chuck moved to adopt Resolution No. 2772 and Commissioner Brooks seconded the motion. Resolution No. 2772 was UNANIMOUSLY ADOPTED.

6. REPORT OF SECRETARY:

The Report of Secretary has been submitted in written form.

7. COMMITTEE REPORT:

Finance Committee - President Fussell stated that the Finance Committee did have an emergency meeting, January 29, 1986, to deal with the insurance issue.

8. REPORT OF COUNSEL:

The Report of Counsel has been submitted.

9. TENANT REPRESENTATIVE REPORT:

Barzilla Ellis of PHTA, read the Report of PHTA Activities.

10. UNFINISHED BUSINESS:

Acknowledging the presence of Ms. Jane P. Hale in the audience, President Fussell read Resolution No. 2767, Resolution Commending Jane P. Hale for Services to the San Francisco Housing Authority, which was passed at the last Commission meeting but Ms. Hale was not present to receive it. President Fussell asked Ms. Hale to come forward and receive her commendation. Ms. Hale expressed her appreciation for the commendation and for the opportunity of working for the Authority. The audience and Commission applauded Ms. Hale.

Counsel Chavis provided a brief update on the National Utilities Services lawsuit.

11. NEW BUSINESS:

(a) RESOLUTION NO. 2772

Reviewed and adopted earlier.

(b) RESOLUTION NO. 2773

RESOLUTION OF APPRECIATION TO
MR. JON MIRACLE
EMPLOYEE OF THE MONTH-JANUARY 1986
* * * * * * * * * * * * * * * * * * *

WHEREAS, the San Francisco Housing Authority extends its appreciation to an employee who is considered to be conscientious in performing his duties and willing to lend a helping hand where necessary;

WHEREAS, Mr. Miracle has an excellent attendance record and will do everything to assist the tenants in getting their repairs done in a timely manner;

NOW, THEREFORE, BE IT RESOLVED THAT:

The San Francisco Housing Authority Commissioners and its Executive Director/Secretary expresses its appreciation and commendation to Mr. Jon Miracle for his interest and dedication in always making sure he does an excellent job.

/s/ James G. Fussell, Jr.
James G. Fussell, Jr.
President

/s/ Harry Chuck
Reverend Harry Chuck
Vice President

/s/ Joan San Jule
Joan San Jule, Commissioner

/s/ Betty Brooks
Betty Brooks, Commissioner

/s/ Elouise Westbrook
Elouise Westbrook, Commissioner

/s/ James McNamara
James McNamara, Commissioner

/s/ L. Kirk Miller
L. Kirk Miller, Commissioner

/s/ James E. Clay
James E. Clay
Secretary/Executive Director

President Fussell read Resolution No. 2773 and asked Mr. Jon Miracle to come forward.

Commissioner Chuck moved to adopt Resolution No. 2773 and Commissioner Westbrook seconded the motion. Resolution No. 2773 was UNANIMOUSLY ADOPTED. The Commission and audience applauded Mr. Miracle for being selected Employee of the Month.

(c)

RESOLUTION NO. 2774

RESOLUTION AUTHORIZING THE DIRECTOR OF FINANCE
TO COUNTER-SIGN ORDERS AND CHECKS

* *

WHEREAS, Article II, Section IV of the Authority's By-Laws requires the Secretary to act as Treasurer and to sign all orders and checks for the payment of money; and

WHEREAS, Article II, Section IV further requires the President or Vice President to countersign all such orders and checks; and

WHEREAS, it has been deemed necessary to appoint an alternate signatory to the President or Vice President to countersign such orders and checks;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Director of Finance of the Authority be and hereby is appointed as a counter-signatory and authorized and empowered at all times to countersign orders and checks for the payment of money.

2. Resolution #2765 is hereby rescinded in its entirety.

3. This resolution is to take effect immediately.

APPROVED AS TO FORM:

_____
GERALDINE L. CHAVIS
Legal Counsel

DATED: _____, 1986.

Commissioner Westbrook moved to adopt Resolution No. 2774 and Commissioner Miller seconded the motion. Resolution No. 2774 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 2775

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND THE DE LA FUENTE ENGINEERING GROUP FOR REQUIRED ENGINEERING FOR THE REPLACEMENT OF VALENCIA GARDENS AND ALEMANY SITE GAS LINES

* *

WHEREAS, the exterior gas distribution systems at the Valencia and Alemany Housing Projects, are in poor condition and in need of replacement; and

WHEREAS, the Department of Housing and Urban Development has allocated funds for the replacement of these systems in the Authority's CA-1-913 Comprehensive Improvement Assistance Program Budget; and

WHEREAS, a mechanical engineering firm is required to assist Authority staff in the design and development of construction documents for this work; and

WHEREAS, HUD has provided funds for such engineering in the CA-1-913 Budget; and

WHEREAS, Authority staff has contacted 23 firms regarding this work and after a review of their qualifications, experience and availability recommends the De La Fuente Engineering Group as the appropriate firm for this work.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director be and he is authorized to execute an Agreement with the De La Fuente Engineering Group to provide required engineering for the replacement of site gas lines at Valencia and Alemany for a price not to exceed $26,000.

2. That this Resolution become effective immediately.

APPROVED AS TO FORM:

_____
GERALDINE CHAVIS
Legal Counsel

_____
Date

Commissioner Westbrook moved to adopt Resolution No. 2775 and Commissioner Brooks seconded the motion. Resolution No. 2775 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO. 2776

RESOLUTION AUTHORIZING APPROVAL OF RELOCATION COSTS FOR YERBA BUENA PLAZA WEST RESIDENTS HOUSING PROJECT, CAL 1-18 (2)

****

WHEREAS, the three (3) eleven-story concrete buildings with attached three-story buildings totaling 332 apartments known as Yerba Buena Plaza West (Project No. CAL 1-18 (2)) were originally scheduled for major rehabilitation to correct inherent vacancy, crime, vandalism, maintenance and safety problems; and

WHEREAS, all residents now residing in these buildings are required to be rehoused to suitable apartments in San Francisco at the expense of the San Francisco Housing Authority; and

WHEREAS, HUD has approved a contract award not to exceed $30,000 for said relocation cost for all Yerba Buena Plaza West residents who wish to return to the new apartments and who meet their obligations as defined in the Re-Occupancy Condition Form executed with each family; and

WHEREAS, a moving contractor will greatly enhance the Authority's ability to efficiently relocate and rehouse the remaining families at Yerba Buena Plaza West Development within the prescribed demolition schedule;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director be and is authorized to select a moving contractor by competitive bid process for the relocation of the remaining families in the Yerba Buena Plaza West Development.

2. That the contract award not exceed the $30,000 relocation cost approved by HUD.

APPROVED AS TO FORM:

_____
Legal Counsel

_____
Date

Commissioner Westbrook moved to adopt Resolution No. 2776 and Commissioner Brooks seconded the motion. Resolution No. 2776 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION NO. 2777

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE CONTRACTS BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND S.J. ENGINEERS, FILORO CORPORATION/K.M. ENGINEERING, TONY SOSA AND ASSOCIATES AND DAVID K. LOW AND ASSOCIATES FOR REQUIRED ENGINEERING FOR THE INSTALLATION OF FIRE SPRINKLER SYSTEMS AT VALENCIA GARDENS, BERNAL DWELLINGS, WESTSIDE COURTS, NORTH BEACH, PING YUEN, PING YUEN NORTH AND HAYES VALLEY

* *

WHEREAS, the above housing projects are currently in violation of fire codes as a result of continous vandalism to fire prevention, warning and fighting equipment; and

WHEREAS, the San Francisco Fire Department has agreed to accept a fire sprinkler system at these projects in lieu of the vandalized equipment; and

WHEREAS, the Department of Housing and Urban Development has allocated funds for the installation of these systems in the Authority's CA-1-913 Comprehensive Improvement Assistance Program Budget; and

WHEREAS, mechanical engineers are required to assist Authority staff in the design and development of construction documents for this work; and

WHEREAS, HUD has provided funds for such engineering in the CA-1-913 Budget; and

WHEREAS, Authority staff has contacted twenty-three (23) firms regarding this work, and after a review of their availability, qualifications and experience selected four (4) firms as suitable for this work; and

WHEREAS, the utilization of all four (4) firms will expedite the completion of this urgent work; and

WHEREAS, these firms have agreed to perform this work for the following fees at the following projects:

S. J. ENGINEERS	Ping Yuen	$ 23,400.00
	Ping Yuen North	$ 19,400.00
	North Beach	$ 22,900.00
	TOTAL	$ 65,700.00
FILORO CORP. AND K.M. ENG.	Hayes Valley	$ 18,000.00
	Westside Courts	$ 10,000.00
	TOTAL	$ 28,000.00
TONY SOSA & ASSOC.	Valencia Gardens	$ 6,530.00
DAVID K. LOW AND ASSOCIATES	Bernal Dwellings	$ 12,000.00

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director be and he is authorized to execute an Agreement with S.J. Engineers in the total amount of $65,7000.00, Filoro Corp and K.M. Engineering in the total amount of $28,000.00, Tony Sosa and Associates in the total amount of $6,530.00, and David K. Low and Associates in the amount of $12,000.00 to provide required engineering for the installation of fire sprinkler systems at Ping Yuen, Ping Yuen North, and North Beach, at Hayes Valley and Westside Courts, at Valencia Gardens and at Bernal Dwellings, respectively.

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

GERALDINE CHAVIS
Legal Counsel

Date:

Vice President Chuck moved to adopt Resolution No. 2777 and Commissioner Westbrook seconded the motion. Resolution No. 2777 was adopted by MAJORITY VOTE with one abstention from Commissioner Miller.

(g) RESOLUTION NO. 2778

RESOLUTION AUTHORIZING THE PURCHASE OF COMPUTER PRINTOUT PAPER

* *

WHEREAS, the Authority departments use computer paper of various plys; and

WHEREAS, said computer printout paper has been competitively priced by the Procurement Department and said paper products may be procured from Moore Business Forms Incorporated, per an authorized State of California Contract; and

WHEREAS, said paper products are required to maintain uninterrupted operational support to the Authority during the next twelve (12) month period;

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to award an order for an annual supply of computer printout paper products to Moore Business Forms, Incorporated, in the aggregate not-to-exceed amount of $7,845.00.

APPROVED AS TO FORM:

Legal Counsel

Date

Commissioner Westbrook moved to adopt Resolution No. 2778 and Commissioner Brooks seconded the motion. Resolution No. 2778 was UNANIMOUSLY ADOPTED.

(h) RESOLUTION NO. 2779

RESOLUTION AUTHORIZING THE PURCHASE OF REFRIGERATORS AND GAS RANGES FOR THE BALANCE OF FISCAL YEAR 1986

* *

WHEREAS, the Board of Commissioners authorized the sale of refrigerators and gas ranges to housing tenants, at discount rates, per Resolution No. 2454, adopted April 22, 1982; and

WHEREAS, the Board of Commissioners authorized the purchase of said appliances for the first ninety (90) days of fiscal year 1986, per Resolution Numbers 2722, adopted October 10, 1985, and 2758, adopted December 12, 1985; and

WHEREAS, said appliances have been supplied by the Sears Roebuck Company, per HUD Consolidated Supply Contracts at economic advantage to the Authority; and

WHEREAS, said appliances will be required during the period of March 1, 1986 through September 30, 1986, to support the Tenant Sales Program:

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director of this Authority is authorized to purchase electric refrigerators and gas ranges, using applicable HUD Consolidated Supply Contracts, at a not-to-exceed aggregate cost of $100,000.00

APPROVED AS TO FORM:

_____
Legal Counsel

_____
Date

Commissioner Brooks moved to adopt Resolution No. 2779 and Commissioner Westbrook seconded the motion. Resolution No. 2779 was UNANIMOUSLY ADOPTED.

(i) RESOLUTION NO. 2780

RESOLUTION AUTHORIZING THE PURCHASE OF MAINTENANCE SERVICE WORK ORDERS

* *

WHEREAS, the Authority uses approximately 1,000 Service Work Orders per month in providing Demand Maintenance and Rehabilitation support to Authority properties; and

WHEREAS, said forms have been competitively priced by the Procurement Department; and

WHEREAS, said forms were initially developed and produced by Moore Business Forms, Incorporated at economic advantage to the Authority; and

WHEREAS, said forms are required to maintain uninterrupted operational support to the Authority during the balance of fiscal year 1986;

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to award an order for Maintenance Service Work Orders with Moore Business Forms, Incorporated in the aggregate not-to-exceed amount of $15,773.00.

APPROVED AS TO FORM:

_____
Legal Counsel

_____
Date

Commissioner Westbrook moved to adopt Resolution No. 2780 and Commissioner San Jule seconded the motion. Resolution No. 2780 was UNANIMOUSLY ADOPTED.

(j) RESOLUTION NO. _____

RESOLUTION APPROVING A COMPREHENSIVE TENANT MAINTENANCE CHARGE LIST

* * * * * * * * * * * * * * * * * * * *

WHEREAS, the San Francisco Housing Authority does not have a Comprehensive Tenant Maintenance Charge List, for tenant caused damage to Housing Authority property; and

WHEREAS, HUD has suggested that the current Tenant Maintenance Charge List be revised to include a comprehensive tenant maintenance charge listing for tenant caused damage to Housing Authority property; and

WHEREAS, Housing Authority staff has revised the current tenant charge list into a comprehensive tenant maintenance charge listing for tenant caused damage to Authority property which includes the actual cost of labor and materials to the Authority; and

WHEREAS, the charges have been reviewed by PHTA, the Senior Citizens Citywide Council and all tenant associations, and the tenants feel that the charges are too high; and

WHEREAS, the staff is inclined to agree with the tenants that the labor costs are unreasonable, even though the Authority must pay these costs under current labor agreements. The Executive Director recommends that labor costs from the charge list be factored at 50% of the actual cost to the Authority and the deletion of charges for a tenant not being home when maintenance persons arrive, to provide services;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. The Executive Director is hereby authorized to execute the revised comprehensive tenant charge list for tenant caused damage to Authority property at 50% of the actual labor costs, and

2. Delete from the charge list the charge for a tenant not being home when maintenance persons arrive, to provide service.

APPROVED AS TO FORM:

_____
Legal Counsel

_____
Date

After a lenthy discussion, this resolution was tabled pending further information from staff.

Visitors - Mr. Clay called on those visitors who filled out cards wishing to address the Commission.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of February 13, 1986 was adjourned at 11:45 a.m. Following the meeting, the Commission went into Executive Session to discuss a litigation matter.

_____
JAMES G. FUSSELL, JR., President

James E. Clay
JAMES E. CLAY
Executive Director/Secretary

James G. Fussell, Jr., President

SAN FRANCISCO HOUSING AUTHORITY

1815 EGBERT AVENUE • SAN FRANCISCO, CALIFORNIA 94124 • TELEPHONE (415) 468-3800

Dianne Feinstein, *Mayor*
James G. Fussell, Jr., *President*
Reverend Harry Chuck, *Vice President*
Joan M. San Jule, *Commissioner*
Preston Cook, *Commissioner*
Betty Brooks, *Commissioner*
Elouise Westbrook, *Commissioner*
James McNamara, *Commissioner*

James E. Clay, *Executive Director/Secretary*

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FEBRUARY 24, 1986

P U B L I C N O T I C E

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 9:30 A.M., THURSDAY, FEBRUARY 27, 1986 AT 1815 EGBERT AVENUE.

James E Clay

JAMES E. CLAY
SECRETARY/EXECUTIVE DIRECTOR

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, FEBRUARY 27, 1986 9:30 A.M., 1815 EGBERT AVENUE, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A
* * * * * * * * * * * * * * *

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1. ROLL CALL:

   James G. Fussell, Jr., President
   Reverend Harry Chuck, Vice President
   Joan M. San Jule, Commissioner
   Betty Brooks, Commissioner
   Elouise Westbrook, Commissioner
   James McNamara, Commissioner
   L. Kirk Miller, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

   1) PHTA
   2) Senior Citizens Citywide Council

10. UNFINISHED BUSINESS:

    (a) Resolution - Approving a Comprehensive Tenant Maintenance Charge List

11. NEW BUSINESS:

    (a) Resolution - Of Appreciation to Ms. Jacqueline Johnson, Employee of the Month, February, 1986

    (b) Resolution - Ratifying the Emergency Purchase of Refrigerators and Gas Ranges

    (c) Resolution - Providing for Quarterly Writeoff of Vacated Tenant Accounts

12. ADJOURNMENT:

James E. Clay
JAMES E. CLAY
SECRETARY/EXECUTIVE DIRECTOR

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2/27/86

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, February 27, 1986

1815 Egbert Avenue
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 1815 Egbert Avenue, San Francisco, California on Thursday, February 27, 1986 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Fussell at 9:30 a.m.

Roll Call found the following members to be:

PRESENT: James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President
Joan San Jule, Commissioner
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
James McNamara, Commissioner
L. Kirk Miller, Commissioner

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A quorum was present.

ALSO PRESENT: James E. Clay, Executive Director
Geraldine Chavis, Legal Counsel

2. VISITORS:

Jeanette Olsen
Olivia Dildy, Holly Courts
Earlene Anderson, Holly Courts
Jewel Green, Hunters View

3. APPROVAL OF AGENDA:

Commissioner Westbrook moved to approve the agenda of February 27, 1986 and Vice President Chuck seconded the motion. The agenda of February 27, 1986 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Westbrook moved to approve the minutes of February 13, 1986 and Commissioner Brooks seconded the motion. The minutes of February 13, 1986 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Clay noted the following communications: 1) Letter from Local 790 regarding the reorganization. Local 790 is requesting consultation on positions where their members are impacted. Mr. Clay stated that he has had one meeting with Local 790 and is providing them with additional information. There will be another meeting following their review of the information. 2) Commissioners who are members of the Personnel Committee received a telegram from the painters union indicating that they had met with staff and they were not satisfied with the resolution of an issue relating to the management assignnment of foreman. They have decided to file a grievance. That will be followed up

pursuant to the terms of the contract. 3) Some Commissioners received a copy of a letter that was sent to the Mayor from the Potrero Boosters and Merchants Association relating to the contract that the Authority has with the Department of Social Services and housing the homeless. The Association was raising some concerns about the placement of the homeless people from the hotels into their neighborhood.

President Fussell stated that earlier this week the Authority celebrated Black History Month with an incredible pot luck lunch. There was a tremendous turnout and the event was very successful. He thanked the Executive Director for the idea and implementing the program. He hoped that this would be an annual event.

6. REPORT OF SECRETARY:

Mr. Clay stated that the written Report of Secretary has been submitted. He also introduced the Selection Committee for Employee of the Month (for the months of February, March and April): Chairman, Ashley Rhodes, Helen Louie, Debra Crabill committee members.

Mr. Clay called attention to his report where he indicated the need to schedule the following Committee meetings: a) Site and Design: Commissioner Miller has scheduled a meeting on Monday, March 3, at 5:00 in order to review the Plaza West schematics. b) Also need a meeting regarding the Revision of the Dwelling Lease. President Fussell indicated that he wanted the Audit Committee to review the lease prior to it coming to the full Commission. President Fussell noted that the Audit Committee was chaired by Commissioner Cook who is no longer on the Commission. President Fussell asked if Commissioner Westbrook would chair that committee. Commissioner Westbrook accepted the appointment. President Fussell assigned staff to follow up on sheduling a meeting of the Audit Committee. c) Finance Committee: to review the budget. d) Personnel Committee: to review personnel impact that the budget would reflect.

7. COMMITTEE REPORT:

President Fussell stated that the Finance Committee did meet and considered items (b) and (c) under new business and item (a) under unfinished business. The resolutions were referred to the Commission as a whole for approval.

8. REPORT OF COUNSEL:

Counsel Chavis stated that the written Report of Counsel has been submitted summarizing the cases on hand and asked if there were any questions. There are a few changes in the organizational structure of the Legal Department. As of Monday this week the Rent Delinquency Unit officially became part of the Legal Department. A new Assistant Attorney has been hired. Counsel Chavis introduced Ms. Pat Hall. Initially, Ms. Hall will be primarily responsible for the unlawful detainer matters.

President Fussell took the opportunity to thank Ms. Chavis who was the primary co-chair of the Black History Celebration and responsible for implementing the program for all her hard work.

President Fussell noted several items received in the packet from the Mayor: 1) brief summary of Civil Service Reform initiative - it is on the ballot; 2) a copy of Congressional directory that lists the names of House Budget and Senate Finance Committee members. The purpose of this listing is to encourage members of all Commissions of the city to communicate with members of those Committees as well as the local representatives, congressman and senators on the issue of Federal Budget cuts as they affect San Francisco in particular.

9. TENANT REPRESENTATIVE REPORT:

Laura Berry, Recording Secretary of PHTA, read the Report of PHTA Activities.

10. UNFINISHED BUSINESS:

(a) RESOLUTION NO. 2781

RESOLUTION APPROVING A COMPREHENSIVE TENANT MAINTENANCE CHARGE LIST

* * * * * * * * * * * * * * * * * * * *

WHEREAS, the San Francisco Housing Authority does not have a Comprehensive Tenant Maintenance Charge List for tenant caused damage to Housing Authority property; and

WHEREAS, HUD has suggested that the current Tenant Maintenance Charge List be revised to include a comprehensive tenant maintenance charge listing for tenant caused damage to Housing Authority property; and

WHEREAS, Housing Authority staff has revised the current tenant charge list into a comprehensive tenant maintenance charge listing for tenant caused damage to Authority property which includes the actual cost of labor and materials to the Authority; and

WHEREAS, the charges have been reviewed by PHTA, the Senior Citizens Citywide Council and all tenant associations; and

WHEREAS, the Executive Director recommends that labor cost from the charge list be factored at 100% of the actual cost to the Authority;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is hereby authorized to execute the revised comprehensive tenant charge list for tenant caused damage to Authority property at 100% of the actual labor costs.

APPROVED AS TO FORM:

_____
Legal Counsel

_____
Date

This item was tabled at the last Commission meeting, February 13, 1986. President Fussell noted that there is an extensive review of this matter by the Executive Director under the Report of Secretary. After further study, the Executive Director is also recommending that tenants are charged at 100% of the cost of supplies and labor for tenant caused damages. This is a modification of the original resolution brought before the Commission.

Commissioner Westbrook moved to adopt Resolution No. 2781 as written above and Vice President Chuck seconded the motion. Resolution No. 2781 was UNANIMOUSLY ADOPTED.

11. NEW BUSINESS:

(a) RESOLUTION NO. 2782

RESOLUTION OF APPRECIATION TO
MS. JACQUELINE JOHNSON
EMPLOYEE OF THE MONTH-FEBRUARY 1986
* * * * * * * * * * * * * * * * * * *

WHEREAS, the San Francisco Housing Authority extends its appreciation each month to an employee for outstanding job performance; and

WHEREAS, Ms. Jacqueline Johnson has contributed twenty-five (25) years of dedicated service to this Authority; and

WHEREAS, Ms. Johnson has maintained a consistent level of excellence in her everyday job performance; and

WHEREAS, Ms. Johnson was instrumental in the collection of the highest percentage of rent collections for Area 5 during two recent rent collection periods;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The San Francisco Housing Authority and its Executive Director/Secretary express their appreciation and commendation to Ms. Jacqueline Johnson as the February 1986, Employee of the Month.

/s/ James G. Fussell
James G. Fussell, Jr.
President

/s/ Harry Chuck
Reverend Harry Chuck
Vice President

/s/ Joan San Jule
Joan San Jule, Commissioner

/s/ Betty Brooks
Betty Brooks, Commissioner

/s/ Elouise Westbrook
Elouise Westbrook, Commissioner

/s/ James McNamara
James McNamara, Commissioner

/s/ L. Kirk Miller
L. Kirk Miller, Commissioner

/s/ James E. Clay
James E. Clay
Secretary/Executive Director

Commissioner Westbrook moved to adopt Resolution No. 2782 and Commissioner Brooks seconded the motion. Resolution No. 2782 was UNANIMOUSLY ADOPTED.

President Fussell read aloud the resolution and asked Ms. Jackie Johnson to come forward and receive her award. The Commission and audience applauded Ms. Johnson upon her selection as Employee of the Month for the month of February.

Commissioner McNamara asked about having an Employee Suggestion Box. Mr. Clay stated he would look into. President Fussell asked about instituting a Tenant of the Month Program and assigned the Tenant Relations Committee to review this program and how to implement it. He asked that the Committee report back to the Commission with some recommendations within a couple of months. Mr. Clay stated that Ms. Pat Williams has been given the assignment of working with PHTA.

(b) RESOLUTION NO. 2783

RESOLUTION RATIFYING THE EMERGENCY PURCHASE OF REFRIGERATORS AND GAS RANGES

* *

WHEREAS, the Board of Commissioners authorized the sale of refrigerators and gas ranges to housing tenants, at discount rates, per Resolution No. 2454, adopted April 22, 1982; and

WHEREAS, the Board of Commissioners authorized the purchase of said appliances for the first ninety (90) days of fiscal year 1986, per Resolutions No. 2722, adopted October 10, 1986 and No. 2758, adopted December 12, 1985; and

WHEREAS, all purchased appliances had been sold; and

WHEREAS, additional appliances were required to facilitate the leasing of vacant units in the amount of $13,770.00; and

WHEREAS, said appliances have been purchased at economic advantage, from SEars Roebuck Company, per HUD approved Consolidated Supply Contracts;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. This resolution ratifies the Executive Director's actions in the purchasing of electric refrigerators and gas ranges in the aggregate amount of $13,770.00

APPROVED AS TO FORM:

_____
Legal Counsel

Date: _____

Commissioner McNamara moved to adopt Resolution No. 2783 and Commissioner Westbrook seconded the motion. Resolution No. 2783 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 2784

RESOLUTION PROVIDING FOR QUARTERLY WRITEOFF OF VACATED TENANT ACCOUNTS

****

WHEREAS, HUD handbook 7460.2, dated August, 1972 requires Public Housing Authorities to adopt a rent collection policy; and

WHEREAS, HUD handbook 7511.1, Chapter 11, Section 1, details procedures relative to the write-offs of Tenant Accounts Receivable; and

WHEREAS, the handbook requires that the writeoffs of Tenant Accounts Receivable must be approved by the Board of Commissioners or by a designated official to whom such authority has been delegated by resolution of the Board of Commissioners; and

WHEREAS, Resolution No. 2688 established that vacated accounts would be written off thirty days after the end of the month in which the tenant vacated; and

WHEREAS, this time constraint has caused an excessive administrative burden; and

WHEREAS, a quarterly writeoff of vacated tenant accounts would be more efficient to the operation of the Authority;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Resolution No. 2688 dated August 8, 1985, is rescinded.

2. All vacated tenant accounts will be written off quarterly in the quarter after the tenant has moved out.

APPROVED AS TO FORM:

_____
Legal Counsel

Date: _____

Commissioner Miller requested the following addition to the resolution: "No. 3. The Housing Authority will take every possible action to collect the monies due."

Commissioner Westbrook moved to adopt Resolution No. 2784 with No. 3 added and Commissioner Brooks seconded the motion. Resolution No. 2784 was UNANIMOUSLY ADOPTED.

VISITORS - Mr. Clay called on the following visitors who wished to addressed the Commission: Olivia Dildy, Holly Courts - read petition from residents of Holly Courts protesting the tenant caused charged list. Ms. Dildy stated that she understood policy better now after hearing the discussion earlier in the meeting; Earline Anderson, Holly Courts - Mr. Clay will follow up; Jeannette Olson, Holly Courts - buildings need painting; Nicole Myers, Bernal Heights Child Care; Jewel Green, Hunters View - 3 day notice.

OTHER: Mr. Clay called to the attention of the Commission a copy of the agenda of the In-house Training Session for Managers. This is one of a series of in house training sessions that are being conducted. Property managers will also be participating in site training for managers given by the Institute of Real Estate Management. The Authority is starting an agressive training program and will continue doing that. Mr. Clay stated that he would keep the Commission advised of the various training programs offerred to Authority personnel.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of February 27, 1986 was adjourned at 11:15 a.m. Following the regular Commission meeting, the Commission went into Executive Session to discuss a litigation matters.

_____
JAMES G. FUSSELL, JR., President

James E Clay
JAMES E. CLAY
Executive Director/Secretary

SAN FRANCISCO HOUSING AUTHORITY

1815 EGBERT AVENUE • SAN FRANCISCO, CALIFORNIA 94124 • TELEPHONE (415) 468-3800

Dianne Feinstein, *Mayor*
James G. Fussell, Jr., *President*
Reverend Harry Chuck, *Vice President*
Joan M. San Jule, *Commissioner*
Betty Brooks, *Commissioner*
Elouise Westbrook, *Commissioner*
James McNamara, *Commissioner*
L. Kirk Miller, *Commissioner*

James E. Clay, *Executive Director/Secretary*

MARCH 6, 1986

P U B L I C N O T I C E

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 9:30 A.M., THURSDAY, MARCH 13, 1986 AT 1815 EGBERT AVENUE.

JAMES E. CLAY
SECRETARY/EXECUTIVE DIRECTOR

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY, MARCH 13, 1986
9:30 A.M., 1815 EGBERT AVENUE, SAN FRANCISCO CALIFORNIA

T E N T A T I V E A G E N D A
* * * * * * * * * * * * * * * * *

1. ROLL CALL:

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James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President
Joan M. San Jule, Commissioner
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
James McNamara, Commissioner
L. Kirk Miller, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

(a) Resolution - Authorizing the Installation of Piping at the Sunnydale Project, Cal 1-3

(b) Resolution - Authorizing the General Repair and Conversion of 30 Vacant Units at the Hayes Valley South Project, Cal. 1-18(7)

(c) Resolution - Authorization of Execution of Amendment No. 64 to Annual Contribution Contract No. SF-255

(d) Resolution - Authorization to Establish a Capitalization Policy

(e) Resolution - Authorization to Obtain Credit Card for the San Francisco Housing Authority

(f) Resolution - Authorizing the Acquisition of the Payroll/ Personnel System

James E Clay
James E. Clay
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

March 13, 1986

The minutes for this meeting are missing

SAN FRANCISCO HOUSING AUTHORITY

March 27, 1986

The agenda for this meeting is missing

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held: Thursday, March 27, 1986

1815 Egbert Avenue
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 1815 Egbert Avenue, San Francisco, California on Thursday, March 27, 1986 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Fussell at 9:30 a.m.

Roll Call found the following members to be:

PRESENT: James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President
Joan San Jule, Commissioner
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
James McNamara, Commissioner
L. Kirk Miller, Commissioner

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A quorum was present.

ALSO PRESENT: James E. Clay, Executive Director
Geraldine Chavis, Legal Counsel

2. VISITORS:

Maura Kealey, Local 790
Mum Yee Leung, North Beach
Watson Low, Ping Yuen
Paul Lee, Clementina
Kee Bui Tang, Clementina
P. H. Ma, Clementina
Rose Wong, 990 Pacific Avenue
Linda Williams, Plaza West
Ida May Logan, Plaza West
Florine Johnson, Hunters Point
Louise Hall, Alice Griffith
Kam De Lee, 895 Pacific

3. APPROVAL OF AGENDA:

Commissioner Brooks moved to approve the agenda of March 27, 1986 and Commissioner Westbrook seconded the motion. Commissioner McNamara amended the agenda noting that the Senior Citizens Citywide Council would not have a report. The agenda of March 27, 1986 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Brooks moved to approve the minutes of March 13, 1986 and Commissioner Westbrook seconded the motion. The minutes of March 13, 1986 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Clay read the letter from Mayor Feinstein reappointing L. Kirk Miller to the Commission to serve his first full term commencing April 1, 1986 to March 31, 1990. His reseating to the Commission will occur after he has been sworn in.

6. REPORT OF SECRETARY:

The Report of Secretary has been submitted in written form.

7. COMMITTEE REPORT:

Finance Committee - President Fussell stated that the Committee did meet and discussed several items under new business. The budget for FY 86 and the five-year financial workout plan was also reviewed. The Finance Committee recommended some changes and staff has worked on it and formulated the budget that is on the agenda.

Site and Design Committee - Commissioner Miller stated that the Committee met March 19. The architects for Yerba Buena Plaza West made a presentation to the Committee. Other matters discussed were 440 Turk Street, Close out on Rosa Parks and the Eddy Street property.

8. REPORT OF COUNSEL:

Counsel Chavis stated that the Report of Counsel has been submitted in written form.

9. TENANT REPRESENTATIVE REPORT:

None.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

(a) RESOLUTION NO. 2790

RESOLUTION OF APPRECIATION TO MR. HERB LUM
EMPLOYEE OF THE MONTH - MARCH 1986
* *

WHEREAS, the San Francisco Housing Authority extends its appreciation each month to an employee for outstanding job performance; and

WHEREAS, Mr. Herb Lum has contributed seven (7) years of dedicated service to this Authority; and

WHEREAS, Mr. Lum maintains an exceptional attitude and a consistent level of excellence in his everyday job performance; and

WHEREAS, Mr. Lum has demonstrated the ability to work well with all Authority employees and is always eager to accept new responsibilities;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the San Francisco Housing Authority and its Executive Director/Secretary express their appreciation and commendation to Mr. Herb Lum as the March 1986 Employee of the Month.

/s/ James G. Fussell, Jr.
James G. Fussell, Jr.
President

/s/ Harry Chuck
Reverend Harry Chuck
Vice President

/s/ Joan San Jule
Joan San Jule, Commissioner

/s/ Betty Brooks
Betty Brooks, Commissioner

/s/ Elouise Westbrook
Elouise Westbrook, Commissioner

/s/ James McNamara
James McNamara, Commissioner

/s/ L. Kirk Miller
L. Kirk Miller, Commissioner

/s/ James E. Clay
James E. Clay
Secretary/Executive Director

President Fussell read Resolution No. 2790 and asked Mr. Herb Lum to come forward and receive his commendation. The audience and Commission applauded Mr. Lum, Employee of the Month for March 1986.

Commissioner Westbrook moved to adopt Resolution No. 2790 and Commissioner Chuck seconded the motion. Resolution No. 2790 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 2791

RESOLUTION OF COMMENDATION TO
MR. BERNARD T. DEASY
* * * * * * * * * * * * * * * * *

WHEREAS, on November 3, 1980, Mr. Bernard T. Deasy was assigned to the San Francisco Housing Authority under the provisions of the Intergovernmental Act of the Department of Housing and Urban Development; and

WHEREAS, on January 18, 1982, Mr. Deasy terminated his position with the Department of Housing and Urban Development and accepted the position as Deputy Executive Director with the San Francisco Housing Authority; and

WHEREAS, Mr. Deasy did faithfully and diligently discharge his duties and responsibilities as Deputy Executive Director for this Authority; and

WHEREAS, Mr. Deasy has gained the respect of the Commission of this Authority, his fellow employees and his professional colleagues for his loyalty, efficiency and dedicated service;

NOW, THEREFORE, BE IT RESOLVED that the Commission of the Housing Authority of the City and County of San Francisco, acting on its behalf and for the staff of this Authority, deems it proper and fitting that it hereby extends to Mr. Bernard T. Deasy its deepest appreciation for these valued services and its best wishes for his continued success.

/s/ James G. Fussell, Jr.
James G. Fussell, Jr.
President

/s/ Harry Chuck
Reverend Harry Chuck
Vice President

/s/ Joan San Jule
Joan San Jule, Commissioner

/s/ Betty Brooks
Betty Brooks, Commissioner

/s/ Elouise Westbrook
Elouise Westbrook, Commissioner

/s/ James McNamara
James McNamara, Commissioner

/s/ L. Kirk Miller
L. Kirk Miller, Commissioner

/s/ James E. Clay
James E. Clay
Secretary/Executive Director

President Fussell read Resolution No. 2791 and asked Mr. Deasy to come forward to receive his commendation. The audience and Commission applauded Mr. Deasy.

Commissioner Westbrook moved to adopt Resolution No. 2791 and Commissioner Miller seconded the motion. Resolution No. 2791 was UNANIMOUSLY ADOPTED.

Mr. Clay stated that he had one more presentation to make. Mayor Feinstein asked him to deliver to Commissioner Westbrook a gift which the Mayor picked up in the Ivory Coast for Commissioner Westbrook. Mr. Clay presented the gift and a personal note from the Mayor to Commissioner Westbrook.

(c) RESOLUTION NO. 2792

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND DAVID K. LOW AND ASSOCIATES, INC., FOR MECHANICAL ENGINEERING SERVICES REQUIRED FOR THE REPAIR OF AUTHORITY BOILERS AT POTRERO TERRACE HOUSING PROJECT IN SAN FRANCISCO

****

WHEREAS, boilers at Potrero Terrace are in poor condition and in need of major rehabilitation; and

WHEREAS, funding has been provided by the Department of Housing and Urban Development in the CA-1-905 Modernization Program and by the Mayor's Office of Housing and Community Development in the 1984 Block Grant Program with additional funding anticipated from HUD as a result of a revision to the CA-1-910 Comprehensive Improvement Assistance Program to complete the repairs of these boilers; and

WHEREAS, a mechanical engineer is required to inspect the existing boilers, recommend improvements and develop bidding documents and monitor the construction work for the rehabilitation; and

WHEREAS, twenty-eight (28) firms have been contacted regarding this work, and after review of their availability, qualifications and experience, David K. Low and Associates has been selected as the firm most suitable for this work; and

WHEREAS, it is critical that the engineering work begin at the earliest possible time to ensure that the rehabilitation work can be completed prior to next winter's heating season; and

WHEREAS, David K. Low and Associates, Inc., has agreed to perform this work for $19,468.00; and

WHEREAS, funding for this engineering work has been requested from the Department of Housing and Urban Development and is expected shortly;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That upon approval from the Department of Housing and Urban Development of the funding for this engineering work, the Executive Director is authorized to execute an Agreement with David K. Low and Associates, Inc. in the amount of $19,468.00 to provide the required engineering services for the repair of boilers at the Potrero Terrace Housing Project in San Francisco, California.

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____

PATRICIA A. HALL, Legal Counsel

Date: _____

Commissioner Westbrook moved to adopt Resolution No. 2792 and Commissioner San Jule seconded the motion. Resolution No. 2792 was adopted by MAJORITY VOTE with one abstention from Commissioner Miller.

(d) RESOLUTION NO. 2793

RESOLUTION AUTHORIZING THE INSTALLATION
OF FENCING AT THE YERBA BUENA PLAZA
HOUSING PROJECT CAL 1-18(2)
* *

WHEREAS, the buildings located at Plaza West have been mostly vacated; and

WHEREAS, the measures have been taken to secure the buildings, but the site is still accessible to the public; and

WHEREAS, this accessibility has resulted in maintenance problems, garbage dumping and other negative activities on the site; and

WHEREAS, these negative activities have resulted in property damage and abuse and has further resulted in a potential hazard to the public; and

WHEREAS, HUD has provided funds to secure the vacant project through Comprehensive Improvement Assistance Program (CIAP) budgets;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to award a contract, under emergency conditions, for the installation of an appropriate fence to secure the Yerba Buena Plaza West Housing Project Cal. 1-18(2)

2. Contract award shall not exceed $20,000.00

APPROVED AS TO FORM:

_____
Legal Counsel

Date: _____

Commissioner Westbrook moved to adopt Resolution No. 2793 and Commissioner Brooks seconded the motion. Resolution No. 2793 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO. 2794

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND F.E. JORDAN ASSOCIATES, INC., FOR STRUCTURAL ENGINEERING SERVICES REQUIRED FOR THE REPAIR OF RUSTED STEEL AT THE EXTERIOR BALCONIES AND STAIRS AT THE HAYES VALLEY HOUSING PROJECT IN SAN FRANCISCO, CALIFORNIA

****

WHEREAS, the Department of Housing and Urban Development has allocated funds for the repair of rusted steel at the Hayes Valley Housing Project in the Authority's CA-1-913 Comprehensive Improvement Assistance Program Budget; and

WHEREAS, a structural engineer is required to assist Authority Staff in the design and development of construction documents for this work; and

WHEREAS, twenty-seven (27) firms have been contacted regarding this work, and after review of their availability, qualifications and experience, F. E. Jordan Associates has been selected as the firm most suitable for this work; and

WHEREAS, F. E. Jordan Associates, Inc., has agreed to perform this work for a not to exceed amount of $6,687.00; and

WHEREAS, CA-1-913 modernization funds are available in this amount for this purpose.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director is authorized to execute an Agreement with F. E. Jordan Associates, Inc. in the amount of $6,687 to provide the required engineering services for the repair of rusted steel at Hayes Valley Project in San Francisco, California.

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
GERALDINE CHAVIS
Legal Counsel

_____
Date

Commissioner Westbrook moved to adopt Resolution No. 2794 and Commissioner San Jule seconded the motion. Resolution No. 2794 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION NO. 2795

RESOLUTION APPROVING OPERATING BUDGET REVISION NO. 1
FOR THE PERIOD OCTOBER 1, 1985 TO SEPTEMBER 30, 1986
COVERING LOW RENT PROJECTS UNDER CONTRACT SF-255
* *

WHEREAS, on May 23, 1985 the Commission, by Resolution No. 2664 adopted the Low Rent Housing Program Operating Budget for the period of October 1, 1985 through September 30, 1986; and

WHEREAS, there is attached hereto and marked Exhibit A, the Budget Revision in summary form for the Low Rent Housing Program operations under Contract SF-255 covering the fiscal operational period October 1, 1985 through September 30, 1986; and

WHEREAS, the Commission has reviewed the aforesaid budget and determines that the proposed expenditures are necessary in the efficient and economical operation of the Housing Authority for the purpose of serving low income families and that the financial plan is reasonable in that it indicates a source of funding adequate to cover all proposed expenditures and that it does not provide for federal funding in excess of that payable under the provisions of the current Performance Funding System regulations and that all proposed rental charge and expenditures will be consistent with provisions of law and Annual Contributions Contract; and

WHEREAS, the San Francisco Housing Authority certifies that it is in compliance with Section 207(A), Part II, of the Annual Contributions Contract, and the rents have been or will be adjusted in accordance with the HUD approved rent schedule; and

WHEREAS, pursuant to the rent schedule approved by HUD, the San Francisco Housing Authority certified that it is in compliance with the provisions of Section 860.407 of Part 860, Sub-part D of the Interim Report published September 26, 1975 in that aggregate annual gross rent of families residing in the dwelling units for the fiscal year beginning October 1, 1982 will not be less than that amount equal to one-fifth (1/5) of the sum of the "Family Income" as defined in 24CFR870.403(f), of all such families, as amended and in compliance with HUD Interim Rule H-82-38.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

(1) That the budget marked "Exhibit A" attached hereto is hereby approved for submission to HUD Area Office.

(2) This Resolution is effective immediately.

/Attachment

APPROVED AS TO FORM:

_____
Geraldine Chavis, Legal Counsel

DATE: _____

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
LOW-RENT HOUSING PROGRAM

OPERATING BUDGET

For Fiscal Year Ending September 30 19 86

☐ ORIGINAL ☒ REVISION NO. 1

TYPE OF HUD-ASSISTED PROJECT(S):

- LHA–Owned Rental Housing. . . . . ☒
- LHA–Leased Housing-Section 23 or 10(c) . . . . . ☐
- LHA–Owned–Homeownership . . . . . ☐
- LHA–Leased–Homeownership. . . . . ☐
- LHA–Conveyed Project-Administration Contract. ☐

NAME OF LOCAL AUTHORITY:
HOUSING AUTHORITY OF THE
CITY AND COUNTY OF SAN FRANCISCO

CONTRACT NO.(S.):
SF - 255

PROJECT NO.(S):
CAL 1-1 TO CAL 1-39

LOCALITY:
1815 EGBERT AVENUE
SAN FRANCISCO, CA 94124

NO. OF D.U.: 6780

NO. OF UNIT MONTHS OF AVAILABILITY: 81,360

HUD AREA OFFICE:
450 Golden Gate Avenue
San Francisco, CA 94102

HUD REGIONAL OFFICE:
Same

LINE NO.		(1)	ACTUALS LAST FISCAL YEAR 19___ PUM (2)	ESTIMATES OR ACTUALS CURRENT BUDGET YEAR 19___ PUM (3)	REQUESTED BUDGET ESTIMATES: LHA ESTIMATES PUM (4)	LHA ESTIMATES AMOUNT (To Nearest $10) (5)	HUD MODIFICATIONS PUM (6)	HUD MODIFICATIONS AMOUNT (To Nearest $10) (7)
001		Homebuyers Monthly Payments For:						
002		Operating Expenses						
003		Earned Home Payments Account						
004		Nonroutine Maintenance Reserve						
005		Total Break–Even Amount (Sum of Lines 001, 002, & 003)						
006		Excess (or Deficit) in Break–Even Amount						
007		Homebuyers Monthly Payments (Contra)						
010	OPERATING RECEIPTS	OPERATING RECEIPTS:						
020		Dwelling Rentals			150.55	12,248,530		
030		Excess Utilities			0.00	0		
040		Nondwelling Rentals			0.25	20,100		
050		Total Rental Income			150.79	12,268,630		
060		Interest on General Fund Investments			1.69	137,890		
070		Other Operating Receipts			1.33	108,000		
080		TOTAL OPERATING RECEIPTS EXCLUDING HUD CONTRIB.			153.82	12,514,520		
	OPERATING EXPENDITURES ROUTINE	OPERATING EXPENDITURES:						
		ADMINISTRATION:						
091		Salaries			49.50	4,027,100		
092		Administration Expenses Other Than Salaries			13.74	1,117,640		
093		Total Administration Expenses			63.24	5,144,740		
		TENANT SERVICES:						
094		Salaries			2.78	225,810		
095		Recreation, Publications and Other Services			0.30	24,310		
096		Contract Costs – Training and Other			0.47	38,480		
097		Total Tenant Services Expenses			3.55	288,600		
		UTILITIES:						
098		Labor			0.00	0		
099		Utilities			85.57	6,962,020		
100		Total Utilities Expenses			85.57	6,962,020		
		ORDINARY MAINTENANCE AND OPERATION:						
101		Labor			40.88	3,326,540		
102		Materials			9.95	809,400		
103		Contract Costs			28.85	2,347,070		
104		Total Ordinary Maintenance and Operation Expenses			79.68	6,483,010		
		PROTECTIVE SERVICES:						
105		Labor			0.62	50,380		
106		Materials			0.03	2,380		
107		Contract Costs			0.06	4,750		
108		Total Protective Services Expenses			0.71	58,010		
		GENERAL EXPENSES:						
109		Insurance			15.70	1,277,350		
110		Payments in Lieu of Taxes			0.00	1		
111		Terminal Leave Payments			0.19	15,680		
112		Employee Benefit Contributions			29.94	2,436,190		
113		Collection Losses			2.79	227,050		
114		Other General Expenses			0.68	55,760		
115		Total General Expenses			49.31	4,012,030		
116		TOTAL ROUTINE EXPENSES			282.06	22,948,410		
117		CIAP Planning Costs			1.14	92,500		
118		TOTAL OPERATING EXPENSES			283.20	23,040,910		
	NONROUTINE	NONROUTINE EXPENDITURES:						
119		Extraordinary Maintenance			2.63	213,750		
120		Replacement of Equipment			0.25	3,990		
121		Betterments and Additions			1.11	139,150		
122		Other Nonroutine Expenditures			3.50	285,000		
123		TOTAL NONROUTINE EXPENDITURES			7.39	641,890		

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
LOW-RENT HOUSING PROGRAM

OPERATING BUDGET

For Fiscal Year Ending September 30 19 86

☐ ORIGINAL ☒ REVISION NO. 1

NAME OF LOCAL AUTHORITY:
HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO

LOCALITY:
1815 EGBERT AVENUE
SAN FRANCISCO, CA 94124

CONTRACT NO.(S):
SF - 255

PROJECT NO.(S):
CAL 1-1 TO CAL 1-39

TYPE OF HUD-ASSISTED PROJECT(S):

☒ LHA-Owned-Rental Housing
☐ LHA-Leased-Section 23 or 10(c)
☐ LHA-Owned-Homeownership
☐ LHA-Leased-Homeownership
☐ LHA-Conveyed Project Administration Contract

LINE NO.	(1)	ACTUALS LAST FISCAL YEAR 19 ___ (2) PUM	ESTIMATES OR ACTUALS CURRENT BUDGET YEAR 19 ___ (3) PUM	REQUESTED BUDGET ESTIMATES: LHA ESTIMATES (4) PUM	(5) AMOUNT (To Nearest $10)	HUD MODIFICATIONS (6) PUM	AMOUNT (To Nearest $10)
	OTHER EXPENDITURES:						
10	Prior Year Adjustments			0.00			
20	Other Deductions			0.00			
30	Total Other Expenditures			0.00			
90	TOTAL OPERATING EXPENDITURES			291.09	23,682,800		
00	RESIDUAL RECEIPTS (OR DEFICIT) BEFORE HUD CONTRIBUTIONS AND PROVISION FOR OPERATING RESERVE:			0.00	0		
10	Basic Annual Contribution (Leased Project)			0.00	0		
20	RESIDUAL RECEIPTS (OR DEFICIT) BEFORE OTHER HUD CONTRIBUTIONS AND PROVISION FOR OPERATING RESERVE:			(137.27)	(11,168,280)		
	OTHER HUD CONTRIBUTIONS						
30	Operating Subsidy			143.14	11,645,949		
40	CIAP Planning Costs			1.14	92,500		
50				0.00	0		
60	Total Other HUD Contributions			0.00	0		
70	Residual Receipts (or Deficit) before Reserve			144.28	11,738,449		
80	Provision for Operating Reserve			7.01	570,169		
90	Residual Receipts (or Deficit)			7.01	570,169		
				0.00	0		

OPERATING RESERVES FOR A CONTRACT OR PROJECT

Part I – Maximum Operating Reserve – End of Current Budget Year

LINE NO.		
	SECTION A – LHA-OWNED RENTAL HOUSING	$ 11,474,205
01	One-half (50%) of Line 600 – Column 5 – Form HUD-52564 for a Contract	
	SECTION B – LHA-LEASED HOUSING – SECTION 23 OR 10(C)	$
02	One-half (50%) of Line 600 – Column 5 – Form HUD-52564 for a Project	
	SECTION C – LHA-OWNED OR LEASED HOUSING - HOMEOWNERSHIP	
03	One-half (50%) of Line 600 – Column 5 – Form HUD-52564 for a Project	
04	One-third (33-1/3%) of Line 004 – Column 5 – Form HUD-52564 for a Project	
	Total (Sum of Lines 03 and 04)	

Part II – Provision for and Estimated or Actual Operating Reserves at Year End

	Reserve at End of Previous Fiscal Year – ~~Actual~~ Estimate	1984	$(4,153,165)
	Provision for Reserve – Current Budget Year – Estimated or ~~Actual~~	1985	(1,286,941)
	Reserve at End of Current Budget Year – Estimated or ~~Actual~~	1985	(5,440,106)
	Provision for Reserve – Requested Budget Year – Estimated	1986	570,169
	Reserve at End of Requested Budget Year – Estimated	1986	(4,869,937)

LHA APPROVAL:

Mr. James E. Clay - Executive Director
(Name and Title)

James E Clay
(Signature)

4/1/86
(Date)

HUD OFFICE APPROVAL

(Name and Title)

(Signature)

(Date)

(g) RESOLUTION NO. 2796

RESOLUTION AUTHORIZING THE SUBMISSION OF
A FIVE-YEAR FINANCIAL WORKOUT PLAN TO THE
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
* *

WHEREAS, the Department of Housing and Urban Development (HUD) on 12/21/84 notified the San Francisco Housing Authority that it had been classified as a financially troubled housing authority, and

WHEREAS, housing authorities designated as financially troubled are required to submit to HUD a 5-Year Financial Workout Plan which will present solutions to financial problems, and

WHEREAS, the San Francisco Housing Authority has prepared its Five Year Financial Workout Plan .

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to submit to HUD a Financial Workout Plan.

APPROVED AS TO FORM:

_____
GERALDINE CHAVIS, LEGAL COUNSEL

_____
DATE

For purposes of discussion and the vote Resolution (f) and (g) were combined.

Mr. Clay stated that as reported to the Finance Committee last week, staff has over the past two months been looking at alternatives for the revision of the budget which the Authority is required to do by HUD. That revision is due to HUD on April 1. Mr. Clay called on Mr. Douglas Falkner, Director of Finance, who went over the line items of the budget.

President Fussell called on Maura Kealey of Local 790 who addressed the Commission and expressed the concerns of Local 790 regarding the proposed budget and the impact on its members.

The Commission commended staff for their efforts in putting together the budget.

Vice President Chuck moved to adopt Resolutions No. 2795 and No. 2796 and Commissioner Westbrook seconded the motion. Resolutions No. 2795 and No. 2796 were UNANIMOUSLY ADOPTED.

VISITORS: A large number of tenants and concerned citizens from the Ping Yuen, North Beach, 990 Pacific and Clementina areas were present in the audience. The following persons served as spokespersons for the group: Mr. Low, Ping Yuen; Mr. Lee, 990 Pacific; Mr. Lee, Clementina; Mr. Tang; Mr. Ma, Clementina. Ms. Ellen Yip and a social worker from the Chinatown Neighborhood Improvement Association served as interpreters for the group. At 11:30 President Fussell had to leave the meeting and Vice President Chuck chaired the Commission for the remainder of the meeting. The tenants of North Beach/Clementina stated that Mr. Clay had met with the various tenant associations and assured

them that the managers on their sites would be able to communicate with the tenants of that property. They reported this to the Commission and expressed their concerns and support. Additional persons also addressed the Commission regarding their concerns: Linda Williams, Plaza; Florine Johnson, Hunters Point; Louise Hall.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of March 27, 1986 was adjourned at 11:50 a.m. Following the regular Commission meeting, the Commission went into Executive Session to discuss litigation matters.

JAMES G. FUSSELL, JR., President

James E. Clay

JAMES E. CLAY
Executive Director/Secretary

SAN FRANCISCO HOUSING AUTHORITY

1815 EGBERT AVENUE • SAN FRANCISCO, CALIFORNIA 94124 • TELEPHONE (415) 468-3800

Dianne Feinstein, *Mayor*
James G. Fussell, Jr., *President*
Reverend Harry Chuck, *Vice President*
Joan M. San Jule, *Commissioner*
Betty Brooks, *Commissioner*
Elouise Westbrook, *Commissioner*
James McNamara, *Commissioner*
L. Kirk Miller, *Commissioner*

James E. Clay, *Executive Director/Secretary*

APRIL 8, 1986

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 9:30 A.M., THURSDAY, APRIL 10, 1986 AT 1815 EGBERT STREET.

JAMES E. CLAY
SECRETARY/EXECUTIVE DIRECTOR

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY, April 10, 1986
9:30 A.M., 1815 EGBERT AVENUE, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A
* * * * * * * * * * * * * * *

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1. ROLL CALL:

   James G. Fussell, Jr., President
   Reverend Harry Chuck, Vice President
   Joan M. San Jule, Commissioner
   Betty Brooks, Commissioner
   Elouise Westbrook, Commissioner
   James McNamara, Commissioner
   L. Kirk Miller, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - Commending Commissioner James McNamara for Services to the San Francisco Housing Authority

   (b) Resolution - Approving Amended Part I and Part II of Section 8 Housing Voucher Program Annual Contributions Contract No. SF-618V and Authorizing Execution

   (c) Resolution - Authorizing the Payment of Annual Dues for Membership in the Council of Large Public Housing Authorities (CLPHA) for FY 1985-86

   (d) Resolution - Authorizing a Contract with Touche Ross for Additional Audit Services

11. NEW BUSINESS (Continued)

(e) Resolution - Authorizing the General Repair and Conversion of 39 Vacant Units at the Hayes Valley South Project, Cal-18(7)

12. ADJOURNMENT:

James E. Clay
Secretary/Executive Director

SF
H65
#3
4/10/86

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APR 23 1986

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, April 10, 1986

1815 Egbert Avenue
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 1815 Egbert Avenue, San Francisco, California on Thursday, April 10, 1986 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Fussell at 9:30 a.m.

Roll Call found the following members to be:

PRESENT: James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President
Joan San Jule, Commissioner
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
James McNamara, Commissioner
L. Kirk Miller, Commissioner

A quorum was present.

ALSO PRESENT: James E. Clay, Executive Director
Geraldine Chavis, Legal Counsel

2. VISITORS:

Florine Johnson, Hunters Point
Linda Williams, Plaza West
Janet Johnson
Rosie Lee Urquhart, 345 Hermann

3. APPROVAL OF AGENDA:

Mr. Clay requested that an item be added as the first order of business under new business: Resolution Authorizing Settlement of Warren vs. San Francisco Housing Authority. Commissioner San Jule moved to approve the agenda of April 10, 1986 as amended and Commissioner Brooks seconded the motion. The amended agenda of April 10, 1986 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner San Jule moved to approve the minutes of March 27, 1986 and Commissioner Brooks seconded the motion. The minutes of March 27, 1986 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Clay read a letter from Commissioner McNamara to Mayor Dianne Feinstein wherein Commissioner McNamara submitted his resignation from the Commission effective April 30, 1986. Commissioner McNamara will be moving to Spokane, Washington. Mr. Clay announced that following the Commission meeting, there will be a reception in the Executive Conference Room for Commissioner McNamara.

6. REPORT OF SECRETARY:

The Report of Secretary has been submitted in written form. Mr. Clay called attention to a matter that did not appear in the report: Last year the Commission asked Mayor Feinstein to request a waiver of Payment in Lieu of Taxes (PILOT) payment from the Board of Supervisors. A letter has been sent to the Mayor with that request. She has forwarded that request to the Board of Supervisors and has asked Supervisor Ward to introduce the resolution.

7. COMMITTEE REPORT:

Mr. Clay stated that the Site and Design Committee meeting was cancelled. The preliminary comments on schematics for the 203 units at Plaza West have been received. Also, the revised plans for the eight units in the Western Addition to settle the Rogers vs. Redevelopment Agency case have been received. The information will be forwarded to the Committee and a meeting needs to be scheduled before the next Commission meeting to discuss these matters.

Also, the additional comments on the revised lease have been submitted for review by the Audit Committee. Staff will be distributing one minor change that is being made in the grievance procedure.

Finance Committee - President Fussell stated that the Finance Committee met on Friday, April 4, 1986 and discussed in detail the FY 85-86 budget which was submitted to HUD on April 1. Also discussed were items (b) through (f) under new business.

8. REPORT OF COUNSEL:

President Fussell noted that Counsel has provided a very thorough report. Counsel Chavis reviewed the cases highlighted in her report and answered questions raised by the Commission.

Commissioner Miller requested a report on the Denarde case for the next Commission meeting. This is a construction suit for the work in Hunters View Project. Counsel Chavis replied that a report would be submitted and also noted that there is not much activity on that case.

9. TENANT REPRESENTATIVE REPORT:

Laura Berry, Recording Secretary of PHTA, read the Report of PHTA Activities. Mrs. Maybelline Hubbard, President, is ill in the hospital. Commissioner San Jule requested that flowers be sent from the Commission and staff to Mrs. Hubbard.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

(a) RESOLUTION NO. 2797

RESOLUTION AUTHORIZING SETTLEMENT OF WARREN v. SAN FRANCISCO HOUSING AUTHORITY

* *

WHEREAS, the San Francisco Housing Authority and its Board of Commissioners are Defendants in a San Francisco Superior Court lawsuit No. 805 881, entitled Warren v. San Francisco Housing Authority, filed February 4, 1983; and

WHEREAS, it would cost the San Francisco Housing Authority a substantial sum of money and amount of staff time to continue the defense of this litigation through trial; and

WHEREAS, substantial legal fees and staff time could be saved by entering into a Stipulation for Entry of Judgment and Settlement Agreement; and

WHEREAS, representatives of the San Francisco Housing Authority and its attorneys have negotiated in good faith a Settlement Agreement with Plaintiff and his counsel which amounts to a fair and reasonable resolution of the issues of the lawsuit; and

WHEREAS, by entering into the Stipulation for Entry of Judgment and Settlement Agreement, Defendants would in no way admit that any of the claims of the lawsuit are valid and would specifically declare that said Settlement Agreement is not to be construed as an admission of any liability, wrongdoing or failure on the part of any Defendant;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

The Board of Commissioners of the San Francisco Housing Authority hereby authorizes James E. Clay, Executive Director, and its attorney, to enter into a Stipulation for Entry of Judgment and Settlement Agreement with Plaintiff and his attorney in San Francisco Superior Court Action No. 805 881.

APPROVED AS TO FORM:

_____

GERALDINE L. CHAVIS
Legal Counsel

DATE: _____, 1986

Mr. Clay stated that this action was taken in Executive Session and was now before the Commission for formal adoption. He asked Counsel Chavis to summarize the settlement.

Vice President Chuck moved to adopt Resolution No. 2797 and Commissioner Brooks seconded the motion. Resolution No. 2797 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 2798

RESOLUTION COMMENDING COMMISSIONER JAMES McNAMARA FOR SERVICES TO THE SAN FRANCISCO HOUSING AUTHORITY

* *

WHEREAS, Mr. James McNamara was appointed by Mayor Dianne Feinstein on June 12, 1985 to serve as the fourth Commissioner of the Housing Authority selected from the senior residents of public housing; and

WHEREAS, prior to his appointment to the San Francisco Housing Authority, Commissioner McNamara participated with other residents in programs to improve the living conditions of low income seniors; and

WHEREAS, during his tenure as Commissioner, Mr. McNamara has displayed dedication and deep concerns for the welfare of all residents of public housing;

NOW, THEREFORE, BE IT RESOLVED, THAT THE COMMISSION OF THE HOUSING AUTHORITY extends to Commissioner McNamara its appreciation for faithful and dedicated service.

/s/ James G. Fussell, Jr.
James G. Fussell, Jr.
President

/s/ Reverend Harry Chuck
Reverend Harry Chuck
Vice President

/s/ Joan San Jule
Joan San Jule, Commissioner

/s/ Betty Brooks
Betty Brooks, Commissioner

/s/ Elouise Westbrook
Elouise Westbrook, Commissioner

/s/ L. Kirk Miller
L. Kirk Miller, Commissioner

/s/ James E. Clay
James E. Clay
Secretary/Executive Director

President Fussell read Resolution No. 2798 and presented it to Commissioner McNamara. He expressed his appreciation to Commissioner McNamara for his diligence while serving as a Commissioner selected from the senior residents of public housing. The Commission extended their appreciation and best wishes to Commissioner McNamara. The Commission and audience applauded Commissioner McNamara.

Commissioner Westbrook moved to adopt Resolution No. 2798 and Commissioner San Jule seconded the motion. Resolution No. 2798 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 2799

RESOLUTION APPROVING AMENDED PART I AND PART II OF SECTION 8 HOUSING VOUCHER PROGRAM ANNUAL CONTRIBUTIONS CONTRACT NO. SF-618V AND AUTHORIZING EXECUTION

****

WHEREAS, the Housing Authority of the City and County of San Francisco ("PHA") desires to enter into an amended Annual Contributions Contract ("ACC") with the United States of America ("Government") for the Section 8 Existing Housing Voucher Program.

WHEREAS, the Section 8 Existing Housing Voucher ACC consists of the following counterparts:

(a) Part I of the ACC, HUD-52520D (6/85) applicable to the Section 8 Existing Housing Voucher Program;

(b) Part II of the ACC, HUD-52530E (6/85) applicable to both the Section 8 Existing Certificate and Voucher Programs.

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The amended Part I, Exhibit I and Part II of the ACC for the Section 8 Existing Housing Voucher Program are hereby approved and accepted. The President or Acting President is hereby authorized and directed to execute the counterparts of the ACC on behalf of the PHA, and the Secretary is hereby authorized to impress the official seal of the PHA on each such counterpart and to forward such executed counterparts to the Government together with such other documents evidencing the approval and authorizing the execution of as may be required by the Government.

2. This resolution shall take effect immediately.

_____
GERALDINE CHAVIS, LEGAL COUNSEL

DATE: _____

Commissioner Westbrook moved to adopt Resolution No. 2799 and Commissioner Brooks seconded the motion. Resolution No. 2799 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 2800

RESOLUTION AUTHORIZING THE PAYMENT OF ANNUAL DUES FOR MEMBERSHIP IN THE COUNCIL OF LARGE PUBLIC HOUSING AUTHORITIES (CLPHA) FOR FISCAL 1985-86

****

WHEREAS, there exists an association known as the Council of Large Public Housing Authorities (CLPHA), and

WHEREAS, CLPHA provides benefits to its member authorities, and

WHEREAS, this Authority is considered to be a large public housing authority, and

WHEREAS, the Authority wishes to avail itself of the benefits available to it by virtue of membership in CLPHA;

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Membership in CLPHA be obtained for Fiscal 1985-86 and payment for $9,900 in dues be submitted as soon as possible.

APPROVED AS TO FORM:

_____

GERALDINE CHAVIS, LEGAL COUNSEL

DATE: _____

President Fussell stated that this item went before the Finance Committee and was recommended for adoption by the full Commission.

Commissioner Westbrook moved to adopt Resolution No. 2800 and Commissioner Miller seconded the motion. Resolution No. 2800 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO. 2801

RESOLUTION AUTHORIZING A CONTRACT WITH TOUCHE ROSS FOR ADDITIONAL AUDIT SERVICES

****

WHEREAS, the Authority requires additional services in connection with the audit for the fiscal years from 1981 to 1983, and

WHEREAS, the services are essential for the continuance of the audit, and

WHEREAS, the firm of Touche Ross & Co. is willing and able to provide the required services.

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to contract with Touche Ross and Comapny for services for an amount not to exceed $11,500.

APPROVED AS TO FORM:

_____

GERALDINE CHAVIS, LEGAL COUNSEL

DATE: _____

President Fussell stated that this item went before the Finance Committee, was discussed with staff and recommended for adoption by the full Commission.

Commissioner Westbrook moved to adopt Resolution No. 2801 and Commissioner Miller seconded the motion. Resolution No. 2801 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION NO. 2802

RESOLUTION AUTHORIZING THE GENERAL REPAIR AND CONVERSION OF 39 VACANT UNITS AT HAYES VALLEY SOUTH CAL 1-18 (7)
****

WHEREAS, the Authority has been allotted funds by the City and County of San Francisco to rehabilitate 70 units in support of the City's Department of Social Service's Shelter for the Homeless Program; and

WHEREAS, said repair work cannot be accomplished by inhouse craft persons; and

WHEREAS, request for bids have been solicited from qualified contractors and reviewed by Authority staff and staff recommends Walsh Construction Company as the appropriate company to perform this work.

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to award a contract to Walsh Construction Company for rehabilitation of 39 vacant units at Hayes Valley South, Project CAL 1-18 (7) in the amount of $232,290.50.

APPROVED AS TO FORM:

_____
Legal Counsel

Date _____

Commissioner Westbrook moved to adopt Resolution No. 2802 and Commissioner San Jule seconded the motion. Resolution No. 2802 was UNANIMOUSLY ADOPTED.

VISITORS - Mr. Clay called on the following visitors who wished to address the Commission regarding their concerns: Janet Johnson, Community Center in Hunters Point; Rosa Lee Urquhart, 345 Hermann - problems with the elevator in the building; Florine Johnson, Hunters Point - use of the Center.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of April 10, 1986 was adjourned at 10:30 a.m. Following the regular Commission meeting, the Commission went into Executive Session to discuss a personnel matter.

_____
JAMES G. FUSSELL, JR., President

James E Clay
JAMES E. CLAY
Executive Director/Secretary

Joan M. San Jule, Commissioner

SAN FRANCISCO HOUSING AUTHORITY

1815 EGBERT AVENUE • SAN FRANCISCO, CALIFORNIA 94124 • TELEPHONE (415) 468-3800

Dianne Feinstein, *Mayor*
James G. Fussell, Jr., *President*
Reverend Harry Chuck, *Vice President*
Joan M. San Jule, *Commissioner*
Betty Brooks, *Commissioner*
Elouise Westbrook, *Commissioner*
James McNamara, *Commissioner*
L. Kirk Miller, *Commissioner*

James E. Clay, *Executive Director/Secretary*

April 21, 1986

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 9:30 A.M., THURSDAY, APRIL 24, 1986 AT 1815 EGBERT AVENUE.

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James E. Clay
Secretary/Executive Director

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, April 24, 1986 9:30 A.M., 1815 EGBERT AVENUE, SAN FRANCISCO CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * * *

1. ROLL CALL:

   James G. Fussell, Jr., President
   Reverend Harry Chuck, Vice President
   Joan M. San Jule, Commissioner
   Betty Brooks, Commissioner
   Elouise Westbrook, Commissioner
   James McNamara, Commissioner
   L. Kirk Miller, Commissioner

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2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:
   1) PHTA
   2) Senior Citizen Citywide Council

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - Of Appreciation to Ms. Joyce Dawson, Employee of the Month - April 1986

   (b) Resolution - Amending the Contract Between the State Department of Housing and Community Development and the San Francisco Housing Authority for Administration of the Section 8 Aftercare Program

   (c) Resolution - Approving Amended Part I and Part II of Section 8 Housing Voucher and Program Annual Contributions Contract No. SF-618V and Authorizing Execution

   (d) Resolution - Adopting a Revised Dwelling Lease for the Housing Authority of the City and County of San Francisco

12. ADJOURNMENT

James E. Clay
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held:
Thursday, April 24, 1986

1815 Egbert Avenue
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 1815 Egbert Avenue, San Francisco, California on Thursday, April 24, 1986 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Fussell at 9:30 a.m.

Roll Call found the following members to be:

PRESENT: James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President
Joan San Jule, Commissioner
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
L. Kirk Miller, Commissioner

ABSENT: James McNamara, Commissioner

A quorum was present.

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ALSO PRESENT: James E. Clay, Executive Director
Geraldine Chavis, Legal Counsel

2. VISITORS:

Linda Williams, Plaza West
Maura Kealey, SEIU, Local 790
Jose Saravia
Bobbie J. Sanders, Randolph & Head
Queen Esther Pitre

3. APPROVAL OF AGENDA:

Commissioner Brooks moved to approve the agenda of April 24, 1986 and Commissioner San Jule seconded the motion. Mr. Clay noted that under Report of Secretary should be added the Reseating of Commissioners Chuck and Miller. The agenda of April 24, 1986 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Westbrook moved to approve the minutes of March 27, 1986 and Commissioner Brooks seconded the motion. The minutes of March 27, 1986 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None

6. REPORT OF SECRETARY:

Reseating of Commissioners Chuck and Miller: Mr. Clay stated that the documents have been received from the Mayor's office reappointing Commissioner Harry Chuck and Commissioner L. Kirk Miller to the Commission. Commissioner San Jule moved to accept the documents and Commissioner Brooks seconded the motion. The motion was UNANIMOUSLY ADOPTED. Commissioner Westbrook moved to reseat Commissioners Chuck and Miller to the Commission and Commissioner Westbrook seconded the motion. The motion was UNANIMOUSLY ADOPTED.

The Report of the Secretary has been submitted in written form.

7. COMMITTEE REPORT:

Site and Design Committee - Commissioner Miller, Chairman, stated that the Committee met and reviewed the progress on 440 Turk Street project and the plans for Plaza West.

8. REPORT OF COUNSEL:

The Report of Counsel has been submitted in written form.

9. TENANT REPRESENTATIVE REPORT:

Laura Berry, Recording Secretary of PHTA, read the Report of PHTA Activities.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

(a) RESOLUTION NO. 2803

RESOLUTION OF APPRECIATION TO MS. JOYCE DAWSON
EMPLOYEE OF THE MONTH - APRIL 1986
* *

WHEREAS, the San Francisco Housing Authority extends its appreciation each month to an employee for outstanding job performance; and

WHEREAS, Ms. Joyce Dawson has contributed ten (10) years of dedicated services to this Authority; and

WHEREAS, Ms. Dawson has demonstrated knowledge and skill in working with seniors, loyalty to the Authority, cooperation with her fellow employees, willingness to carry a heavy load of responsibility and to assume special assignments in addition; and

WHEREAS, Ms. Dawson has proven herself to be dedicated to the tenants of the Authority and concerned with their well being;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The San Francisco Housing Authority and its Executive Director/Secretary express their appreciation and commendation to Ms. Joyce Dawson as the April 1986 Employee of the Month.

/s/ James G. Fussell, Jr.
James G. Fussell, Jr.
President

/s/ Harry Chuck
Reverend Harry Chuck
Vice President

/s/ Joan San Jule
Joan San Jule, Commissioner

/s/ Betty Brooks
Betty Brooks, Commissioner

/s/ Elouise Westbrook
Elouise Westbrook, Commissioner

/s/ L. Kirk Miller
L. Kirk Miller, Commissioner

/s/ James E. Clay
James E. Clay
Secretary/Executive Director

President Fussell read aloud Resolution No. 2803 and asked Ms. Joyce Dawson to come forward and receive her commendation as Employee of the Month. The Commission and audience applauded Ms. Dawson, Employee of the Month for April 1986.

Commissioner Westbrook moved to adopt Resolution No. 2803 and Commissioner Brooks seconded the motion. Resolution No. 2803 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 2804

RESOLUTION AMENDING THE CONTRACT BETWEEN THE STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT AND THE SAN FRANCISCO HOUSING AUTHORITY FOR THE ADMINISTRATION OF THE SECTION 8 AFTERCARE PROGRAM

* *

WHEREAS, on March 1, 1978 the State Department of Housing and Community Development ("HCD") and the San Francisco Housing Authority ("SFHA") entered into a contract for the SFHA to act as a Local Sponsoring Agency for administration of the Section 8 Aftercare Program; and

WHEREAS, the allocation of units under administration total 148 and the SFHA received an Administrative Fee of 7% (seven percent) for administration of the program; and

WHEREAS, federal regulations have changed the administrative fee structure reducing the administrative fee from 7% (seven percent) to 6.3% (six and three tenths percent) and has incorporated a new hard-to-house fee of $45.00 (forty five dollars) per move applicable to families with three (3) or more minor children; and

WHEREAS, on March 31, 1986 the HCD forwarded an amended packet to the SFHA with a request that a resolution be adopted to incorporate changes to the Section 8 regulations related to length of tenancy and the administrative fee structure; and

WHEREAS, it is necessary to amend the contract between the HCD and the SFHA to reflect the Section 8 regulation changes;

NOW, THEREFORE BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Board of Commissioners of the Housing Authority of the City and County of San Francisco herein authorizes the Executive Director to execute amendments to the contract between HCD and the SFHA to incorporate changes in the Section 8 regulations as set forth in the March 31, 1986 amendment packet received from HCD.

APPROVED AS TO FORM:

_____

LEGAL COUNSEL

_____

DATE

Commissioner Westbrook moved to adopt Resolution No. 2804 and Commissioner San Jule seconded the motion. Resolution No. 2804 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 2805

RESOLUTION APPROVING AMENDED PART I AND PART II OF SECTION 8 HOUSING VOUCHER PROGRAM ANNUAL CONTRIBUTIONS CONTRACT NO. SF-618V AND AUTHORIZING EXECUTION

****

WHEREAS, the Housing Authority of the City and County of San Francisco ("PHA") desires to enter into an amended Annual Contributions Contract ("ACC") with the United States of America ("Government") for the Section 8 Existing Housing Voucher Program.

WHEREAS, the Section 8 Existing Housing Voucher ACC consists of the following counterparts:

(a) Part I of the ACC, HUD-52520D (6/85) applicable to the Section 8 Existing Housing Voucher Program;

(b) Part II of the ACC, HUD-52530E (6/85) applicable to both the Section 8 Existing Certificate and Voucher Programs.

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The amended Part I, Exhibit I and Part II of the ACC for the Section 8 Existing Housing Voucher Program are hereby approved and accepted. The President or Vice President is hereby authorized and directed to execute the counterparts of the ACC on behalf of the PHA, and the Secretary is hereby authorized to impress the official seal of the PHA on each such counterpart and to forward such executed counterparts to the Government together with such other documents evidencing the approval and authorizing the execution of as may be required by the Government.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
LEGAL COUNSEL

_____
DATE

Vice President Chuck moved to adopt Resolution No. 2805 and Commissioner San Jule seconded the motion. Resolution No. 2805 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 2806

RESOLUTION ADOPTING A REVISED DWELLING LEASE FOR THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO FOR ALL RESIDENTS OF CONVENTIONAL PUBLIC HOUSING

* *

WHEREAS, the Housing Authority of the City and County of San Francisco adopted a dwelling lease on December 15, 1977 by Resolution No. 2123 for all residents of conventional public housing and Section 23 leased housing; and

WHEREAS, it has been determined by the staff that that dwelling lease needs to be revised to more closely comply with current federal and state requirements; and

WHEREAS, all public housing residents and tenant associations have been given at least thirty (30) days written notice of the proposed changes and an opportunity to present comments; and

WHEREAS, the San Francisco Housing Authority, the Public Housing Tenants Association and various other public housing groups have met and conferred for several months on a revised dwelling lease; and

WHEREAS, the revised dwelling lease meets all HUD requirements;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The revised dwelling lease, as attached hereto and made a part hereof for usage by all residents of conventional public housing and Section 23 leased housing, is hereby adopted.

2. That the lease take effect immediately after HUD approval for all new housing residents.

3. That after HUD approval, the lease take effect at time of annual re-examination for all present Authority residents thus affected.

4. That Resolution No. 2123 is hereby rescinded.

APPROVED AS TO FORM:

_____
GERALDINE L. CHAVIS
Legal Counsel

DATED:_____, 1986

Mr. Clay asked Ms. Pat Hall, Assistant Legal Counsel, to outline the differences between the old lease and the one to be adopted.

Vice President Chuck moved to adopt Resolution No. 2806 and Commissioner Miller seconded the motion. Resolution No. 2806 was UNANIMOUSLY ADOPTED.

VISITORS - Mr. Clay called on the following visitors who wished to address the Commission: Maura Kealey, Local 790 - updated the Commission on the status of the reorganization, property managers jurisdiction issue, and lay-offs; Roxie McCormick, Sunnydale - more staff needed at the Sunnydale Office; Jose Saravia - seeking housing.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of April 24, 1986 was adjourned at 10:50 a.m. Following the regular Commission meeting, the Commission went into Executive Session to discuss personnel matters.

JAMES G. FUSSELL, JR., President

James E. Clay

JAMES E. CLAY
Executive Director/Secretary

Documents

SAN FRANCISCO HOUSING AUTHORITY

1815 EGBERT AVENUE • SAN FRANCISCO, CALIFORNIA 94124 • TELEPHONE (415) 468-3800

Dianne Feinstein, *Mayor*
James G. Fussell, Jr., *President*
Reverend Harry Chuck, *Vice President*
Joan M. San Jule, *Commissioner*
Betty Brooks, *Commissioner*
Elouise Westbrook, *Commissioner*
James McNamara, *Commissioner*
L. Kirk Miller, *Commissioner*

James E. Clay, *Executive Director/Secretary*

May 5, 1986

P U B L I C N O T I C E

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 9:30 A.M., THURSDAY, MAY 8, 1986 AT 1815 EGBERT AVENUE.

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James E. Clay
Secretary/Executive Director

REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY, May 8, 1986
9:30 A.M., 1815 EGBERT AVENUE, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A
* * * * * * * * * * * * * * * *

1. ROLL CALL:

   James G. Fussell, Jr., President
   Reverend Harry Chuck, Vice President
   Joan M. San Jule, Commissioner
   Betty Brooks, Commissioner
   Elouise Westbrook, Commissioner
   James McNamara, Commissioner
   L. Kirk Miller, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

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7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

0. UNFINISHED BUSINESS:

1. NEW BUSINESS:

   (a) Resolution - Of Commendation to Isaure A. Arnold

   (b) Resolution - Commending Jacqueline M. Hubbard on the Occasion of Her Retirement

   (c) Resolution - Amending the Bylaws to Change the Time of Regular Meeting of Commissioners From 9:30 A.M. to a Starting Time of 4 P.M.

   (d) Resolution - Authorizing Award of Moving Contract for the Relocation of Tenants Still Housed in the Yerba Buena Plaza West Housing Project.

   (e) Resolution - Resolution Authorizing the Award of Term Contracts for the Purchasing of Painting and Allied Supplies to Support Maintenance Requirements for an Eighteen Month Period.

11. NEW BUSINESS: (Continued)

(f) Resolution - Approving Write-Off of Vacated Accounts Receivable

Section 8 - Staff Report

12. ADJOURNMENT:

James E. Clay
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, May 8, 1986

1815 Egbert Avenue
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 1815 Egbert Avenue, San Francisco, California on Thursday, May 8, 1986 at 9:30 a.m.

1. ROLL CALL:

The meeting was called to order by President Fussell at 9:30 a.m.

Roll Call found the following members to be:

PRESENT: James G. Fussell, Jr., President
Joan San Jule, Commissioner
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
L. Kirk Miller, Commissioner

ABSENT: Reverend Harry Chuck, Vice President

A quorum was present.

ALSO PRESENT: James E. Clay, Executive Director
Geraldine Chavis, Legal Counsel

2. VISITORS:

Queen Esther Pitre, Sunnydale
Cleola Richardson
Rosa Urquhart, 345 Hermann
Roxie McCormack, Sunnydale
Jimmie Mumphery, Hunters View
Florina Johnson, Hunters View
Barzilla Ellis, Potrero

3. APPROVAL OF AGENDA:

Commissioner Brooks moved to approve the agenda of May 8, 1986 and Commissioner San Jule seconded the motion. The agenda of May 8, 1986 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Brooks moved to approve the minutes of April 24, 1986 and Commissioner San Jule seconded the motion. The minutes of April 24, 1986 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Clay stated that a letter has been received from Commissioner McNamara acknowledging that he received his badge and that he is getting settled in his new location. He also extended his best wishes and continued success to the Commission.

President Fussell stated that he has received a letter from Mayor Dianne Feinstein with sample forms used by the Park and Recreation Department for Site Visits by the Commissioners. She encouraged that the Authority institute such a program.

6. REPORT OF SECRETARY:

The written Report of Secretary has been submitted. Mr. Clay stated that staff is in the process of putting together the budget for the next fiscal year for submission to HUD by June 1.

7. COMMITTEE REPORT:

President Fussell stated that the Finance Committee met on Friday, May 2 and reviewed the resolutions under New Business for approval by the full Commission.

Mr. Clay stated that the following committee meetings have been scheduled:

Personnel Committee - Tuesday, May 13, 3:30 p.m.
Site and Design Committee - Wednesday, May 14, 5:00 p.m.

8. REPORT OF COUNSEL:

Counsel Chavis stated that the Report of Counsel has been submitted in written form and asked if there were any questions.

9. TENANT REPRESENTATIVE REPORT:

Cleola Richardson, Vice President of PHTA, read the Report of PHTA Activities.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

(a) RESOLUTION NO. 2807

RESOLUTION OF COMMENDATION TO
ISAURE A. ARNOLD
* * * * * * * * * * * * * * * * *

WHEREAS, Isaure A. Arnold on March 28, 1986 resigned as Director of Personnel after having served with this Authority for five and one-half years; and

WHEREAS, Ms. Arnold did faithfully and diligently discharge her duties and responsibilities as Director of Personnel for this Authority; and

WHEREAS, Ms. Arnold has gained the respect of the Commission of this Authority, her fellow employees and her professional colleagues for loyalty, efficiency and dedicated service;

NOW, THEREFORE, BE IT RESOLVED by the Commission of the Housing Authority of the City and County of San Francisco in its meeting this 8th day of May 1986, that we hereby express our sincere thanks and deepest appreciation to Isaure A. Arnold.

BE IT FURTHER RESOLVED that this Resolution be considered an expression of our highest commendation and best wishes for success in her future endeavors.

/s/ James G. Fussell, Jr.
James G. Fussell, Jr.
President

/s/ Harry Chuck
Reverend Harry Chuck
Vice President

/s/ Joan San Jule
Joan San Jule, Commissioner

/s/ Betty Brooks
Betty Brooks, Commissioner

/s/ Elouise Westbrook
Elouise Westbrook, Commissioner

/s/ L. Kirk Miller
L. Kirk Miller, Commissioner

/s/ James E. Clay
James E. Clay
Secretary/Executive Director

President Fussell read aloud Resolution No. 2807 and asked Ms. Isaure (Vickie) Arnold to come forward and receive her commendation. The Commission and audience applauded Ms. Arnold and wished her well.

Commissioner Brooks moved to adopt Resolution No. 2807 and Commissioner San Jule seconded the motion. Resolution No. 2807 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 2808

RESOLUTION COMMENDING
JACQUELINE M. HUBBARD
ON THE OCCASION OF HER RETIREMENT
FROM THE SAN FRANCISCO HOUSING AUTHORITY
* *

WHEREAS, Jacqueline M. Hubbard on May 30, 1986, will retire as Acting Property Manager after having served in management with this Authority for 26 years; and

WHEREAS, Ms. Hubbard was initially employed on May 10, 1960 as a Junior Housing Clerk and over the years progressed through many classifications in management; and

WHEREAS, during her career in public housing Ms. Hubbard continually displayed a diligence to detail and dedication to principles that made her managerial accomplishments outstanding;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE SAN FRANCISCO HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

That this Commission extend to Jacqueline M. Hubbard its appreciation for long and faithful service and its best wishes for a happy retirement.

/s/ James G. Fussell, Jr.
James G. Fussell, Jr.
President

/s/ Harry Chuck
Reverend Harry Chuck
Vice President

/s/ Joan San Jule
Joan San Jule, Commissioner

/s/ Betty Brooks
Betty Brooks, Commissioner

/s/ Elouise Westbrook
Elouise Westbrook, Commissioner

/s/ L. Kirk Miller
L. Kirk Miller, Commissioner

/s/ James E. Clay
James E. Clay
Secretary/Executive Director

President Fussell read aloud Resolution No. 2808 and asked Ms. Jackie Hubbard to come forward and receive her commendation. The Commission thanked Ms. Hubbard for her many years of dedicated service and wished her a happy retirement. Ms. Hubbard thanked the Commission and stated that she would miss everyone very much. The audience and Commission applauded Ms. Hubbard.

Commissioner Brooks moved to adopt Resolution No. 2808 and Commissioner San Jule seconded the motion. Resolution No. 2808 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 2809

RESOLUTION AMENDING THE BYLAWS TO CHANGE THE TIME OF REGULAR MEETING OF COMMISSIONERS FROM 9:30 A.M. TO A STARTING TIME OF 4:00 P.M.

* *

WHEREAS, Article III, Section II of the San Francisco Housing Authority Commission Bylaws provide that the commission meetings shall be held every second and fourth Thursday at 9:30 a.m.

WHEREAS, the San Francisco Housing Authority Commission wishes to change the meeting to 4:00 p.m.

WHEREAS, Article IV, Section I provides for the amendments to the Bylaws by a vote of at least four (4) commissioners.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. The time for regular commission meeting is changed to 4:00 p.m.

II. The San Francisco Housing Authority Bylaws shall be amended to reflect said change.

III. This resolution will take effect immediately.

APPROVED AS TO FORM:

_____
Geraldine Chavis
Legal Counsel

_____
Date

Commissioner Westbrook moved to adopt Resolution No. 2809 and Commissioner Miller seconded the motion. Resolution No. 2809 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO. 2811

RESOLUTION AUTHORIZING THE AWARD OF TERM CONTRACTS FOR THE PURCHASE OF PAINTING AND ALLIED SUPPLIES TO SUPPORT MAINTENANCE REQUIREMENTS FOR AN EIGHTEEN (18) MONTH PERIOD

* *

WHEREAS, the Authority stocks approximately 49 line items of painting and allied painting supplies, to support maintenance requirements, in the procurement warehouse; and

WHEREASE, 34 of the 49 line items have been identifed as high volume, fast moving items; and

WHEREAS, the procurement staff has solicited bids for 34 of the line items and the bids have been reviewed and evaluated by the procurement staff; and

WHEREAS, the bid prices are in the best long term economic interest to the Authority;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to award term contracts to the following companies in the dollar amounts indicated:

Sherwin-Williams Company	$11,026.80
F. W. Dunne Paint Company	$10,583.95
Sinclair Paint Company	$ 5,259.36

APPROVED AS TO FORM:

_____
Geraldine Chavis, Legal Counsel

Date: _____

Commissioner Westbrook moved to adopt Resolution No. 2811 and Commissioner San Jule seconded the motion. Resolution No. 2811 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 2810

RESOLUTION AUTHORIZING AWARD OF CONTRACT
FOR THE RELOCATION OF TENANTS STILL HOUSED
IN THE YERBA BUENA PLAZA WEST HOUSING PROJECT
* *

WHEREAS, Board of Commissioners' Resolution No. 2729, adopted October 24, 1985, authorized the demolition of Yerba Buena Plaza West Housing Project; and

WHEREAS, tenants still housed in subject project need to be relocated to ther Authority properties; and

WHEREAS, HUD has provided funds in the Comprehensive Improvement Assistance Program (CIAP) CA-1-909 Budget for relocating the tenants; and

WHEREAS, bid quotes have been obtained from qualified moving contractors through competitive bidding and staff has reviewed and evaluated the bids;

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

The Executive Director is authorized to award a contract to Scott and Scott moving Company in the aggregate not-to-exceed amount of $12,045.00.

APPROVED AS TO FORM:

_____
Geraldine Chavis, Legal Counsel

Date: _____

Commissioner Westbrook moved to adopt Resolution No. 2810 and Commissioner San Jule seconded the motion. Resolution No. 2810 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION NO. 2812

RESOLUTION APPROVING WRITE-OFF OF VACATED TENANT ACCOUNTS RECEIVABLE

* *

WHEREAS, HUD Handbook, 7511.1, Chapter 11, Section 1, details procedures relative to the write-offs of Tenant Accounts Receivable; and

WHEREAS, the Handbook requires that the write-offs of Tenant Accounts Receivable must be approved by the Board of Commissioners or by a desginated official to whom such authority has been delegated by resolution of the Board of Commissioners; and

WHEREAS, the Board of Commissioners are authorized by Resolution No. 2784, dated February 27, 1986, to write off vacated accounts.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Housing Authority of the City and County of San Francisco that:

1. Vacated accounts are approved for write-off as follows:

April, 1986; $149,948.20

APPROVED AS TO FORM:

_____
GERALDINE CHAVIS
Legal Counsel

DATE: _____

Commissioner Westbrook moved to adopt Resolution No. 2812 and Commissioner Brooks seconded the motion. Resolution No. 2812 was UNANIMOUSLY ADOPTED.

Mr. Clay pointed out that the Finance Department at the request of the Finance Committee has submitted the activities that staff has gone through to collect the accounts payable and what the process is. This has been distributed by the Controller and the Finance staff was available to answer any questions.

(g) STAFF REPORT - SECTION 8 PROGRAM

Mr. Clay stated that the Leased Housing staff has prepared a very extensive report on the various programs administered in their department. He called on Mr. Frank Alcantara, Acting Director of Leased Housing. Mr. Alcantara provided some background information. He stated that the waiting list for Section 8 was opened for a ten day period. A total of 9,349 names were taken. He called on Ms. Debbie McDaniels, Eligibility Supervisor. Ms. McDaniels went over three of the programs being administered by the Department: Section 8 Existing Program; Section 8 Moderate Rehabilitation Program and the State Aftercare Program. Mr. Richard Stadtfeld, Assistant Manager of the Leased Housing Department, explained how the Rental Rehab and Housing Voucher Programs work. Mr. Doug Falkner, Director of Finance, went over the Section 8 budget and collection of administrative fees. The Commission thanked Mr. Alcantara, Ms. McDaniel, Mr. Stadtfeld and Mr. Falkner for the very comprehensive report on the Section 8 Program.

VISITORS: Mr. Clay called on the following visitors who wished to address the Commission: Queen Esther Pitre, Cleola Richardson, Rosa Uruquhart, Roxie McCormack, Jimmie Mumphery and Brazilla Ellis.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of May 8, 1986 was adjourned at 11:10 a.m. Following the regular Commission meeting, the Commission went into Executive Session to discuss personnel matters.

JAMES G. FUSSELL, JR., President

James E. Clay

JAMES E. CLAY
Executive Director/Secretary

SAN FRANCISCO HOUSING AUTHORITY

1815 EGBERT AVENUE • SAN FRANCISCO, CALIFORNIA 94124 • TELEPHONE (415) 468-3800

Dianne Feinstein, *Mayor*
James G. Fussell, Jr., *President*
Reverend Harry Chuck, *Vice President*
Joan M. San Jule, *Commissioner*
Betty Brooks, *Commissioner*
Elouise Westbrook, *Commissioner*
James McNamara, *Commissioner*
L. Kirk Miller, *Commissioner*

James E. Clay, *Executive Director/Secretary*

May 16, 1986

P U B L I C N O T I C E

The Annual Meeting of the Commission of the Housing Authority of the City and County of San Francisco will be held at 4:00 p.m., Thursday, May 22, 1986 at 1815 Egbert Avenue, San Francisco, California.

Immediately following the election of officers, at approximately 4:15 p.m., the Regularly Scheduled Meeting of the Commission of the Housing Authority will commence.

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James E. Clay
Secretary/Executive Director

'REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY, May 22, 1986
AT 4:00 P.M., 1815 EGBERT AVENUE, SAN FRANCISCO, CALIF.

T E N T A T I V E A G E N D A
* * * * * * * * * * * * * * * *

1. ROLL CALL:

   James G. Fussell, Jr., President
   Reverend Harry Chuck, Vice President
   Joan M. San Jule, Commissioner
   Betty Brooks, Commissioner
   Elouise Westbrook, Commissioner
   L. Kirk Miller, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

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4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORTS:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:
   1) PHTA
   2) Senior Citizen Citywide Council

0. UNFINISHED BUSINESS:

1. NEW BUSINESS:

   (a) Resolution - Of Appreciation to Ms. Deborah F. Crabill Employee of the Month - May 1986

   (b) Resolution - Authorizing the Revision of the San Francisco Housing Authority Personnel Policies and Procedures Manual as it Relates to Workers Compensation - State Disability Being Integrated with Sick Leave

   (c) Resolution - Approving Contract Vacate Repair at the Alemany Development, Cal. 1-16

   (d) Resolution - Authorization to Amend Automated Payroll System Agreement with the Bank of America

2. ADJOURNMENT:

James E Clay
James E. Clay
Secretary/Executive Director

SF Housing Authority

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A G E N D A
* * * * * *

Annual Meeting
Thursday, May 22, 1986 - 4:00 p.m.

1815 Egbert Avenue
San Francisco, California

1. ROLL CALL:

James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President
Joan M. San Jule, Commissioner
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
L. Kirk Miller, Commissioner

2. ELECTION OF OFFICERS:

3. ADJOURNMENT

James E. Clay
Secretary/Executive Director

SF
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Minutes

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

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Annual and Regular Meeting Held:
Thursday, May 22, 198

1815 Egbert Avenue
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in an annual session at 1815 Egbert Avenue, San Francisco, California on Thursday, May 22, 1986 at 4:00 p.m.

1. ROLL CALL:

The meeting was called to order by President Fussell at 4:05 p.m.

Roll Call found the following members to be:

PRESENT: James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner

ABSENT: Joan San Jule, Commissioner
L. Kirk Miller, Commissioner

A quorum was present.

ALSO PRESENT: James E. Clay, Executive Director
Geraldine Chavis, Legal Counsel

2. ELECTION OF OFFICERS:

The only order of business for the annual meeting was the election of officers: Commissioner Westbrook moved that the current officers remain in their position: James G. Fussell, Jr., President, and Reverend Harry Chuck, Vice President. Commissioner Brooks seconded the motion. The motion was UNANIMOUSLY ADOPTED. The Commission and the Executive Director congratulated President Fussell and Vice President Chuck on their reelection to office.

3. ADJOURNMENT:

Vice President Chuck moved to adjourn the annual meeting of May 22, 1986 and Commissioner Westbrook seconded the motion. The annual meeting of May 22, 1986 was adjourned at 4:10 p.m.

The Housing Authority of the City and County of San Francisco reconvened in a regular session at 1815 Egbert Avenue, San Francisco, California on Thursday, May 22, 1986 at 4:10 p.m.

1. ROLL CALL:

The meeting was called to order by President Fussell at 4:10 p.m.

Roll Call found the following members to be:

PRESENT: James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
L. Kirk Miller, Commissioner (arrived 4:15)

ABSENT: Joan San Jule, Commissioner

A quorum was present.

ALSO PRESENT: James E. Clay, Executive Director
Geraldine Chavis, Legal Counsel

2. VISITORS:

Rosa Urquhart
Cleola Richardson
Michael Harris, PHTA
Julian Fitzhugh, HUD

3. APPROVAL OF AGENDA:

Mr. Clay requested the following deletions and additions to the agenda:

Delete under new business (c) Resolution approving Contract Vacate Repair at the Alemany Development and add: (d) Resolution Authorizing the Award of Term Contracts for the Puchasing of Vinyl Adhesives and Allied Supplies to Support Maintenance Requirements for an Eighteen (18) Month Period and (e) Resolution Approving Operating Budget for the Period October 1, 1986 to September 30, 1987 Covering Low Rent Projects Under Contract SF-255.

Commissioner Brooks moved to approve the agenda of May 22, 1986 as amended and Commissioner Westbrook seconded the motion. The amended agenda of May 22, 1986 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Westbrook moved to approve the minutes of May 8, 1986 and Commissioner Brooks seconded the motion. The minutes of May 8, 1986 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Clay stated that Mr. Reiterman, Labor Negotiator, has lost his mother-in-law; flowers have been sent. Mr. Clay went before the Board of Supervisors meeting when the waiver of PILOT was being considered. There were some tenants in attendance who were protesting this waiver. The Supervisors did understand that if PILOT was not waived that there would be less funds available to provide services to public housing tenants.

6. REPORT OF SECRETARY:

The Report of Secretary has been submitted in written form.

7. COMMITTEE REPORT:

A summary of the meetings of the Site and Design, Personnel and Finance Committees has been provided in the Report of Secretary as follows:

Personnel Committee met on May 13 and was briefed on the changes in the Federal Labor Relations Act and the Authority's compensation and benefit package. The resolution regarding the change in policy relating to Workers Compensation and State Disability being integrated with sick leave was considered and approved for adoption by the full Commission.

The Site and Design Committee met on May 14 and received an update from staff on the Plaza West development.

The Finance Committee met on May 16 and discussed in detail the proposed budget for FY 1986-87. The Committee also discussed the resolution authorizing the purchase of equipment for a new payroll system and approved its adoption by the full Commission.

8. REPORT OF COUNSEL:

The Report of Counsel has been submitted.

9. TENANT REPRESENTATIVE REPORT:

Cleola Richardson, 1st Vice President of PHTA, read the Report of PHTA Activities.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

(a) RESOLUTION NO. 2813

RESOLUTION OF APPRECIATION TO
MS. DEBORAH F. CRABILL
EMPLOYEE OF THE MONTH - MAY 1986
* * * * * * * * * * * * * * * * * * *

WHEREAS, the San Francisco Housing Authority extends its appreciation each month to an employee for outstanding job performance; and

WHEREAS, Ms. Deborah F. Crabill has contributed 2-1/2 years of outstanding service to this Authority; and

WHEREAS, Ms. Crabill maintains a positive attitude toward her work assignments, her co-workers in the Purchasing Department, and her relations with various department representatives; and

WHEREAS, Ms. Crabill has performed her duties in an outstanding manner and has shown herself to be a valuable asset to the Authority;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The San Francisco Housing Authority and its Executive Director/Secretary express their appreciation and commendation to Ms. Deborah Crabill as the May 1986 Employee of the Month.

President Fussell read Resolution No. 2813 and asked Ms. Crabill to come forward and receive her commendation. The Commission and audience applauded Ms. Crabill for being selected Employee of the Month for May 1986.

Vice President Chuck moved to adopt Resolution No. 2813 and Commissioner Miller seconded the motion. Resolution No. 2813 was UNANIMOUSLY ADOPTED.

Mr. Clay introduced Ms. Robin Evans, chairperson for the Employee of the Month Selection Committee for the months of May thru July.

(b) RESOLUTION NO. 2814

RESOLUTION AUTHORIZING THE REVISION OF THE SAN FRANCISCO HOUSING AUTHORITY PERSONNEL POLICIES AND PROCEDURES MANUAL AS IT RELATES TO WORKERS COMPENSATION - STATE DISABILITY BEING INTEGRATED WITH SICK LEAVE

* *

WHEREAS, the Commissioners of the Housing Authority of the City and County of San Francisco have adopted a sick leave policy for non-union personnel which, in part, allows an employee who has suffered a work-related injury and who has exhausted accrued sick leave to receive his/her gross salary for up to one (1) month by signing over his/her Workers' Compensation check to the Authority, and allows an employee who has used accrued sick leave credits to supplement Workers' Compensation disability payments to earn sick leave credits at a rate of two (2) times the regular rate until the amount of sick leave credits used to supplement disability payments for Workers' Compensation has been made up; and

WHEREAS, it has been determined that this policy should be revised;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the title of the provisions of the sick leave policy for non-union employees related to the integration of Workers' Compensation benefits and accrued sick leave be revised as follows:

   Integration of Workers' Compensation Benefits with Accrued Sick Leave.

2. That Section "a" of the provisions of the sick leave policy for non-union employees related to the integration of Workers' Compensation benefits with accrued sick leave be revised as follows:

   When an employee has suffered a work-related injury, the difference between the Workers' Compensation benefits received by the employee and the employee's gross salary will be made up by utilizing unused accrued sick leave, until such time as all accrued sick leave has been exhausted.

3. That Sections "b" and "c" of the provisions of the sick leave policy for non-union employees related to the integration of Workers' Compensation benefits with accrued sick leave be deleted.

4. That every other provision of the sick leave policy for non-union employees remain unchanged, and is, hereby, ratified and reaffirmed as if fully set forth herein.

5. That the effective date of this resolution shall be May 22, 1986.

6. That the revisions set forth herein shall not be applicable to any current non-union employee availing his/herself of the provisions of the existing sick leave policy prior to the effective date of this resolution.

APPROVED AS TO FORM:

_____
Geraldine Chavis
Legal Counsel

_____
Date

Mr. David Dupree, Chief of Administrative Services, summarized the above resolution explaining what the current policy is in terms of sick leave and workers compensation and the new revisions.

Commissioner Westbrook moved to adopt Resolution No. 2814 and Commissioner Brooks seconded the motion. Resolution No. 2814 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 2815

RESOLUTION AUTHORIZING AMENDMENT TO AUTOMATED PAYROLL SYSTEM WITH BANK OF AMERICA

* *

WHEREAS, the Bank of America currently performs the payroll processing of the Authority; and

WHEREAS, the Bank of America can provide the Authority with the enhancement Quality Electronic Delivery (QED); and

WHEREAS, the Authority has determined that this enhancement will enable the payroll processing to be run more efficiently at less cost; and

WHEREAS, the Authority will need to purchase a personal computer, printer and other equipment to implement QED.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Housing Authority of the City and County of San Francisco that:

1. The Executive Director is authorized to amend the agreement with Bank of America National Trust and Savings Association to include QED.

2. The Executive Director is authorized to purchase the equipment necessary to implement this enhancement.

3. The total cost of items 1 and 2 above will not exceed $7,000.

4. This resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
GERALDINE CHAVIS, Legal Counsel

DATE: _____

Mr. Clay stated that Mr. Michael Harris of San Francisco Neighborhood Legal Assistance Foundation wished to speak on this resolution. Mr. Clay further noted that at the Finance Committee meeting President Fussell abstained from the discussion on this resolution. Mr. Harris urged the Commission not to pass this resolution because of Bank of America's dealings with South Africa. Mr. Clay clarified that presently the Authority has an arrangement with the Bank of America and has had one for a period of time. This resolution modifies that arrangement to reduce the cost of the payroll system. Mr. Clay further stated that he is aware and sensitive to the city policy regarding South Africa and is not in disagreement with Mr. Harris' statements.

The Authority is in the process of putting together an RFP for full banking services. Commissioner Miller voted that an amendment be attached to this resolution stating that in the process of drawing an RFP for total banking services, a definite point of consideration will be the bank's relationship with South Africa. Commissioner Brooks seconded the motion. The amendment passed by MAJORITY VOTE with one abstention from President Fussell.

Commissioner Miller moved to adopt Resolution No. 2817 as amended and Commissioner Brooks seconded the motion. Resolution No. 2817 was adopted by MAJORITY VOTE with one abstention from President Fussell.

(d) RESOLUTION NO. 2816

RESOLUTION AUTHORIZING THE AWARD OF TERM CONTRACTS FOR THE PURCHASING OF VINYL ADHESIVES AND ALLIED SUPPLIES TO SUPPORT MAINTENANCE REQUIREMENTS FOR AN EIGHTEEN (18) MONTH PERIOD

* *

WHEREAS, the Authority stocks vinyl tiles, adhesives and allied supplies, to support maintenance requirements, in the procurement warehouse; and

WHEREAS, three items in this category have been identified as high volume, fast moving items; and

WHEREAS, the procurement staff has solicited bids for three of the line items in category 920, vinyl tiles and allied supplies, and the bids have been reviewed and evaluated by the procurement staff; and

WHEREAS, the bid prices are in the best long term economic interest to the Authority;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to award a term contract to the following company in the dollar amount indicated:

FLOORCRAFT $7,799.25

APPROVED AS TO FORM:

_____
GERALDINE CHAVIS
Legal Counsel

DATE: _____

Commissioner Brooks moved to adopt Resolution No. 2816 and Vice President Chuck seconded the motion. Resolution No. 2816 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO. 2817

RESOLUTION APPROVING OPERATING BUDGET FOR THE PERIOD OCTOBER 1, 1986 TO SEPTEMBER 30, 1987 COVERING LOW RENT PROJECTS UNDER CONTRACT SF-255

* *

WHEREAS, there is attached hereto and marked Exhibit A, the Budget Revision in summary form for the Low Rent Housing Program Operating Budget for the period of October 1, 1986 through September 30, 1987; and

WHEREAS, the Commission has reviewed the aforesaid budget and determines that the proposed expenditures are necessary in the efficient and economical operation of the Housing Authority for the purpose of serving low income families and that the financial plan is reasonable in that it indicates a source of funding adequate to cover all proposed expenditures and that it does not provide for federal funding in excess of that payable under the provisions of the current Performance Funding System regulations and that all proposed rental charge and expenditures will be consistent with provisions of law and Annual Contributions Contract; and

WHEREAS, the San Francisco Housing Authority certifies that it is in compliance with Section 207(A), Part II, of the Annual Contributions Contract, and the rents have been or will be adjusted in accordance with the HUD approved rent schedule; and

WHEREAS, pursuant to the rent schedule approved by HUD, the San Francisco Housing Authority certified that it is in compliance with the provisions of 24CFR Parts 913 and 960 in that aggregate annual gross rent of families residing in the dwelling units for the fiscal year beginning October 1, 1986 will not be less than that amount equal to 30% of the sum of the "Family Income" as defined in 24CFR 913.107(3)(b).

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

(1) That the budget marked "Exhibit A" attached hereto is hereby approved for submission to HUD Area Office.

(2) This Resolution is effective immediately.

/Attachment

APPROVED AS TO FORM:

_____

Geraldine Chavis, Legal Counsel

DATE: _____

Mr. Clay stated that this resolution approves the budget for the fiscal year 1986-87. He called attention to the spread sheet outlining the finalized operating budget and the memorandum highlighting the changes in the budget that was distributed to the Commission.

Vice President Chuck moved to adopt Resolution No. 2817 and Commissioner Brooks seconded the motion. Resolution No. 2817 was UNANIMOUSLY ADOPTED.

President Fussell thanked Mr. Douglas Falkner, Director of Finance, and wished him well in his new position. Mr. Falkner has accepted the position of Executive Director of the Peoria

Housing Authority and will be leaving the Authority. President Fussell commended him for an exceptional job as Director of Finance and stated that he regretted losing him. Mr. Falkner thanked President Fussell and stated that he enjoyed working for the San Francisco Housing Authority.

(f) STAFF REPORT - VACANT UNIT

Mr. Clay called on Mr. Al Nelson, Chief of Facilities Management, and Mr. Michael Kelly, Acting Chief of the Rehabilitation Branch, who provided a very comprehensive staff report on the vacant unit process, listing the goals and objectives of the branch, the status of the various projects and outlining the process involved in returning vacant units to the rent rolls. The Commission thanked Mr. Nelson and Mr. Kelly for the very comprehensive report.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of May 22, 1986 was adjourned at 5:25 p.m.

JAMES G. FUSSELL, JR., President

James E Clay

JAMES E. CLAY
Executive Director/Secretary

Elouise Westbrook, Commissioner

SAN FRANCISCO HOUSING AUTHORITY

1815 EGBERT AVENUE • SAN FRANCISCO, CALIFORNIA 94124 • TELEPHONE (415) 468-3800

Dianne Feinstein, *Mayor*
James G. Fussell, Jr., *President*
Reverend Harry Chuck, *Vice President*
Joan M. San Jule, *Commissioner*
Preston Cook, *Commissioner*
Betty Brooks, *Commissioner*
Elouise Westbrook, *Commissioner*
James McNamara, *Commissioner*

James E. Clay, *Executive Director/Secretary*

JUNE 9, 1986

P U B L I C N O T I C E

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, JUNE 12, 1986 AT 1815 EGBERT AVENUE, SAN FRANCISCO, CALIFORNIA.

James E. Clay

JAMES E. CLAY
SECRETARY/EXECUTIVE DIRECTOR

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'REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, JUNE 12, 1986 AT 4:00 P.M., 1815 EGBERT AVENUE, SAN FRANCISCO, CALIF.

T E N T A T I V E A G E N D A
* * * * * * * * * * * * * * *

1. ROLL CALL:

James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President
Joan M. San Jule, Commissioner
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
L. Kirk Miller, Commissioner

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2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORTS:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

0. UNFINISHED BUSINESS:

1. NEW BUSINESS:

(a) Resolution - Authorizing the General Repair of Twelve (12) Vacant Units at the Alemany Development, Cal. 1-16

(b) Resolution - Authorizing the Award of a Term Contract for the Purchase of Selected Locks and Allied Supplies to Support Maintenance Requirements for an Eighteen (18) Month Period.

(c) Resolution - Authorizing the Execution of Contract Amendment Number 3 with Community Design Collaborative and ED2 International for Required Additional Architectural Services for the Rehabilitation Effort at Yerba Buena Plaza West, Cal 1-18(2)

(d) Resolution - Authorizing Travel to Boston, Massachusetts June 29-July 1, 1986, to Attend Meeting of the Council of Large Public Housing Authorities.

2. ADJOURNMENT:

James E. Clay
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held:
Thursday, June 12, 1986

1815 Egbert Avenue
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 1815 Egbert Avenue, San Francisco, California on Thursday, June 12, 1986 at 4:00 p.m.

1. ROLL CALL:

The meeting was called to order by President Fussell at 4:10 p.m.

Roll Call found the following members to be:

PRESENT:
James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President
Joan San Jule, Commissioner
Betty Brooks, Commissioner (arrived 4:20)
Elouise Westbrook, Commissioner
L. Kirk Miller, Commissioner

A quorum was present.

ALSO PRESENT:
James E. Clay, Executive Director
Patricia Hall, Assistant Legal Counsel

2. VISITORS:

Queen Esther Pitre
Roxie McCormick, Sunnydale
Bernice Baker, Sunnydale
Jewel Green
Laurie Smith, SEIU Local 790
Bud Dougherty, SEIU Local 790

3. APPROVAL OF AGENDA:

Commissioner Westbrook moved to approve the agenda of June 12, 1986 and Commissioner Miller seconded the motion. The agenda of June 12, 1986 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner San Jule moved to approve the minutes of May 22, 1986 and Vice President Chuck seconded the motion. The minutes of May 22, 1986 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Clay stated that a letter has been received from the Mayor advising staff that she has included the Housing Authority in the 86-87 Capital Budget of the city for an amount of $1 million to assist the Authority in establishing security systems in senior buildings and performing various kinds of capital improvement items around several Housing Authority properties.

A note from the Mayor and several other inquiries have been received about the naming of the new proposed units in the Western Addition that will replace Plaza West. It is being suggested that the development be named for Robert B. Pitts. The mayor has requested that the Commission express their feelings to her on this matter.

6. REPORT OF SECRETARY:

The Report of Secretary has been submitted in written form.

7. COMMITTEE REPORT:

None.

Mr. Clay requested that the Commissioners provide him their schedule for June and July so that he can plan for committee/ Commission meetings. President Fussell requested that the Friday before the first Commission meeting, be scheduled as a standing Finance Committee Meeting, 4:00. The other Finance Committee meetings to be scheduled on a as needed basis.

8. REPORT OF COUNSEL:

The Report of Counsel has been submitted in written form.

9. TENANT REPRESENTATIVE REPORT:

The officers of PHTA were not present at this time to give the Report of PHTA.

10. UNFINISHED BUSINESS:

None

Evaluation Program/Site Visits - President Fussell requested that staff provide a mechanism for site visits by the Commission. The Mayor had suggested a format used by the Park and Recreation Department. President Fussell wanted the Report of Site Visits to be distributed to the other Commissioners and the Mayor.

11. NEW BUSINESS:

(a) RESOLUTION NO. 2818

RESOLUTION AUTHORIZING THE GENERAL REPAIR OF TWELVE (12) HOUSING UNITS AT ALEMANY PROJECT CAL 1-16.

* *

WHEREAS, the Authority has been allocated funds to rehabilitate twelve (12) housing units through the City and County of San Francisco Community Development Block Grant Program; and

WHEREAS, said repair is beyond the production capabilities of the in-house maintenance staff; and

WHEREAS, bids have been solicited from qualified contractors and reviewed by Authority staff and staff recommends the Agbayani Construction Company as the appropriate company to perform this work;

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to award a contract to Agbayani Construction Company for rehabilitation of twelve (12) vacant units at Alemany Project CAL 1-16 in the amount of $54,000.00.

APPROVED AS TO FORM:

_____
Legal Counsel

_____
Date

Commissioner Brooks moved to adopt Resolution No. 2818 and Commissioner Miller seconded the motion. Resolution No. 2818 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 2819

RESOLUTION AUTHORIZING THE AWARD OF A TERM CONTRACT FOR THE PURCHASE OF SELECTED LOCKS AND ALLIED SUPPLIES TO SUPPORT MAINTENANCE REQUIREMENTS FOR AN EIGHTEEN (18) MONTH PERIOD

* *

WHEREAS, the Authority stocks approximately 47 line items of locks and allied supplies, to support maintenance requirements, in the procurement warehouse; and

WHEREAS, ten (10) of the 47 line items have been identified as high volume, fast moving items; and

WHEREAS, the Procurement Services staff has solicited bids for ten (10) of the line items and bids have been reviewed and evaluated by the Procurement Services staff; and

WHEREAS, the bid prices are in the best long term economic interest to the Authority; and

WHEREAS, Portola Hardware has been considered to be the lowest responsible bidder;

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to award a term contract to the following company in the dollar amount indicated:

PORTOLA HARDWARE	$ 45,729.85

APPROVED AS TO FORM:

_____
Legal Counsel

_____
Date

Commissioner Westbrook moved to adopt Resolution No. 2819 and Commissioner Brooks seconded the motion. Resolution No. 2819 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE CONTRACT AMENDMENT NO. 3 WITH COMMUNITY DESIGN COLLABORATIVE AND ED2 INTERNATIONAL FOR REQUIRED ADDITIONAL ARCHITECTURAL SERVICES FOR THE REHABILITATION EFFORT AT YERBA BUENA PLAZA WEST, CAL 1-18(2)

* *

WHEREAS, on June 1, 1982, an Agreement was executed with the architectural firms of Community Design Collaborative and ED2 International to develop architectural designs construction documents and construction support for the rehabilitation of Yerba Buena Plaza West, CAL 1-18(2); and

WHEREAS, on June 23, 1983 and again on November 11, 1983, this Agreement was amended to incorporate additional services increasing the architectural fee to $603,640; and

WHEREAS, during the further development of this work, the scope of the rehabilitation effort greatly increased, expanding the work of the architects and their consultants; and

WHEREAS, this increase in architectural effort resulted in an additional cost to the consultant of $121,050; and

WHEREAS, this additional amount is reasonable for the amount of extra work performed by the consultants; and

WHEREAS, the Department of Housing and Urban Development on May 7, 1986 approved a Budget Revision to the CA-1-909 Comprehensive Improvement Assistance Program reprogramming already allocated Yerba Buena Plaza West rehabilitation funds for this additional fee amount.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director is authorized to execute an Amendment No. 3 to the Architect's contract with Community Design Collaborative and ED2 International, increasing the total contract amount to $724,690 for services required in pursuing the rehabilitation of Yerba Buena Plaza West, CAL 1-18(2).

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
GERALDINE CHAVIS
Legal Counsel

_____
Date

Mr. Clay requested that the Commission table this resolution at this time. Commissioner Miller moved to refer this matter to the Site and Design Committee for further review and Commissioner Chuck seconded the motion. The motion was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 2820

RESOLUTION AUTHORIZING TRAVEL TO
BOSTON, MASSACHUSETTS JUNE 29-JULY 1, 1986
TO A ATTEND MEETING OF THE COUNCIL OF
LARGE PUBLIC HOUSING AUTHORITIES
* *

WHEREAS, the Council of Large Public Housing Authorities will be holding a meeting in Boston, Massachusetts, June 29-July 1, 1986; and

WHEREAS, the San Francisco Housing Authority is a member of the Council of Large Public Housing Authorities; and

WHEREAS, the Conference will deal in the matter of trying to obtain from the Department of Housing and Urban Development adequate insurance coverage as part of the Performance Funding System calculations of allowable expenses; and

WHEREAS, the Executive Director has been invited to attend this conference since the San Francisco Housing Authority is a member of the Insurance Crisis Study Group; and

WHEREAS, this Authority deems that the attendance by the Executive Director to this conference is important and essential to the Authority's conduct of its low-rent housing program:

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director be authorized to travel to Boston, Massachusetts June 29-July 1, 1986 for the purpose of attending the Council of Large Public Housing Authorities conference;

2. That travel be in conformance with rules and regulations of the travel policy of this Authority;

3. That this resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Legal Counsel

_____
Date

Vice President Chuck moved to adopt Resolution No. 2820 and Commissioner San Jule seconded the motion. Resolution No. 2820 was UNANIMOUSLY ADOPTED.

TENANT REPRESENTATIVE REPORT - Queen Esther Pitre of PHTA read the report of PHTA Activities.

VISITORS - Mr. Clay called on the following visitors who wished to address the Commission: Queen Esther Pitre, Sunnydale; Bernice Baker, Sunnydale; Roxie McCormack, Sunnydale; Jewel Green, Hunters View; Laurie Smith, Local 790.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of June 12, 1986 was adjourned at 5:40 p.m. Following the regular Commission meeting, the Commission went into Executive Session to discuss personnel matters.

JAMES G. FUSSELL, JR., President

James E. Clay

JAMES E. CLAY
Executive Director/Secretary

SAN FRANCISCO HOUSING AUTHORITY

1815 EGBERT AVENUE • SAN FRANCISCO, CALIFORNIA 94124 • TELEPHONE (415) 468-3800

Dianne Feinstein, *Mayor*
James G. Fussell, Jr., *President*
Reverend Harry Chuck, *Vice President*
Joan M. San Jule, *Commissioner*
Betty Brooks, *Commissioner*
Elouise Westbrook, *Commissioner*
James McNamara, *Commissioner*
L. Kirk Miller, *Commissioner*

James E. Clay, *Executive Director/Secretary*

June 24, 1986

P U B L I C N O T I C E

The regularly scheduled meeting of the Commission of the Housing Authority of the City and County of San Francisco to have been held on Thursday, June 26, 1986 at 4:00 p.m. 1815 Egbert Avenue, has been cancelled.

All pending matters will be discussed at a Special Meeting conducted on Friday, June 27, 1986 at 4:00 p.m., at 1815 Egbert Avenue, San Francisco, California.

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James E. Clay
Secretary/Executive Director

SPECIAL MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON FRIDAY, JUNE 27, 1986 AT 4:00 P.M., 1815 EGBERT AVENUE, SAN FRANCISCO, CALIFORNIA

T E N T A T I V E A G E N D A
* * * * * * * * * * * * * * *

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1. ROLL CALL:

James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President
Joan M. San Jule, Commissioner
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
L. Kirk Miller, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORTS:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

Resolution Authorizing the Execution of Contract Amendment Number 3 with Community Design Collaborative and ED2 International for Required Additional Architectural Services for the Rehabilitation Effort at Yerba Buena Plaza West, Cal. 1-18(2)

11. NEW BUSINESS:

(a) Resolution - Of Appreciation to Mr. Q. T. Yoakum Employee of the Month for June, 1986

(b) Resolution - Commending Q. T. Yoakum on the Occasion of His Retirement

(c) Resolution - Commending Robert L. Spence on the Occasion of His Retirement

(d) Resolution - Commending Albino Felizzatto on the Occasion of His Retirement

11. NEW BUSINESS (Continued)

(e) Resolution - Authorizing Adoption of a Grievance Procedure Applicable to Resolve Tenant Disputes

(f) Resolution - Settlement Agreement in the Matter of Rogers Et al v HUD et al

(g) Resolution - Authorizing the Award of a Purchase Order to Procure Vinyl Tile

(h) Resolution - Authorizing the Award of a Purchase Order for the Purchase of Space Heaters for a Twelve (12) Month Period

(i) Resolution - Authorizing the Preliminary Application for 1986 Comprehensive Improvement Assistance Program Funds from the Department of Housing and Urban Development

(j) Resolution - Granting a Five (5) Foot Easement At 990 Pacific Avenue,Cal-19(1) to the True Sunshine Episcopal Church

(k) Resolution - Authorizing the Execution of a Contract with PG&E for the Installation of New Site Gas Lines at Alice Griffith, Cal. 1-18(4)

(l) Resolution - Approving the 1987 Community Development Program for the San Francisco Housing Authority and Authorizing Submitting this 1987 Program to the Mayor's Office of Community Development

12. ADJOURNMENT:

James E. Clay
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

[MINUTES]

Special Meeting Held:
Friday, June 27, 1986

1815 Egbert Avenue
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in special session at 1815 Egbert Avenue, San Francisco, California on Friday, June 27, 1986 at 4:00 a.m.

1. ROLL CALL:

The meeting was called to order by President Fussell at 4:00 p.m.

Roll Call found the following members to be:

PRESENT: James G. Fussell, Jr., President
Joan San Jule, Commissioner
Betty Brooks, Commissioner
L. Kirk Miller, Commissioner

ABSENT: Reverend Harry Chuck, Vice President
Elouise Westbrook, Commissioner

A quorum was present.

ALSO PRESENT: James E. Clay, Executive Director
Geraldine Chavis, Legal Counsel

2. VISITORS:

Amy Chan, Ping Yuen
Michael Harris, PHTA
Roxie McCormick, Sunnydale
Watson Low, Ping Yuen
Dollie Smith, Westbrook Apartments

3. APPROVAL OF AGENDA:

Commissioner San Jule moved to approve the agenda of June 27, 1986 and Commissioner Brooks seconded the motion. The agenda of June 27, 1986 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Brooks moved to approve the minutes of June 12, 1986 and Commissioner San Jule seconded the motion. The minutes of June 12, 1986 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Clay noted the following communications:

a) A letter has been received from the Mayor indicating that it was her desire that of the $1 million which she included in her budget that sufficient funds to continue security services at Rosa Parks for another year would be a priority. She asked for any objections or comments. Mr. Clay has responded to the Mayor's letter stating that the Authority is aware of her concerns and will give due consideration in the budget for security services at Rosa Parks. The remaining monies is for the completion of bathroom and shower work at Ping Yuen, graffiti

removal from about 4-5 developments, and the electronic entry card security system for all senior developments.

b) The Authority has received several letters from the Mayor, supervisors and other people in the community regarding the naming of the new building in the Western Addition (Plaza West) for the former regional administrator. Unless there are objections from the Commission, Mr. Clay will put together a paper with some recommendations, providing background and rational, and have it as an item for consideration next month. Commissioner Brooks also suggested the name of Byron Rumford. Mr. Clay noted that there are two developments that need naming if the Commission wishes to do so: Plaza West and 440 Turk Street.

c) Mr. Clay introduced Jerry Mulenburg, the new Chief of Maintenance.

d) The Board of Supervisors in reviewing the capital budget, has reserved the $1 million allocated for the Housing Authority pending additional information on specifically how the Authority plans to spend the $1 million.

e) There was a brief discussion on recognizing Mr. Doug Falkner, former Director of Finance for his contribution.

6. REPORT OF SECRETARY:

The Report of Secretary has been submitted in written form.

7. COMMITTEE REPORT:

Site and Design Committee - Commissioner Miller, Chairman, stated that the Committee met June 17, 1986 and reviewed the plans for the Plaza West Project.

8. REPORT OF COUNSEL:

Report of Counsel has been submitted in written report. Counsel Chavis summarized the report.

9. TENANT REPRESENTATIVE REPORT:

Dollie Smith of PHTA read the Report of PHTA Activities. She conveyed that Mrs. Maybelline Hubbard, President of PHTA, has passed away.

10. UNFINISHED BUSINESS:

(a) RESOLUTION NO. 2821

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE CONTRACT AMENDMENT NO. 3 WITH COMMUNITY DESIGN COLLABORATIVE AND ED2 INTERNATIONAL FOR REQUIRED ADDITIONAL ARCHITECTURAL SERVICES FOR THE REHABILITATION EFFORT AT YERBA BUENA PLAZA WEST, CAL 1-18(2)

* *

WHEREAS, on June 1, 1982, an Agreement was executed with the architectural firms of Community Design Collaborative and ED2 International to develop architectural designs construction documents and construction support for the rehabilitation of Yerba Buena Plaza West, CAL 1-18(2); and

WHEREAS, on June 23, 1983 and again on November 11, 1983, this

Agreement was amended to incorporate additional services increasing the architectural fee to $603,640; and

WHEREAS, during the further development of this work, the scope of the rehabilitation effort greatly increased, expanding the work of the architects and their consultants; and

WHEREAS, this increase in architectural effort resulted in an additional cost to the consultant of $121,050; and

WHEREAS, this additional amount is reasonable for the amount of extra work performed by the consultants; and

WHEREAS, the Department of Housing and Urban Development on May 7, 1986 approved a Budget Revision to the CA-1-909 Comprehensive Improvement Assistance Program reprogramming already allocated Yerba Buena Plaza West rehabilitation funds for this additional fee amount.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director is authorized to execute an Amendment No. 3 to the Architect's contract with Community Design Collaborative and ED2 International, increasing the total contract amount to $724,690 for services required in pursuing the rehabilitation of Yerba Buena Plaza West, CAL 1-18(2).

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
GERALDINE CHAVIS
Legal Counsel

_____
Date

President Fussell noted that this item was tabled at the last Commission meeting and has since been reviewed by the Site and Design Committee. Commissioner Miller moved for adoption of the resolution with one minor revision. Although it is spelled out in the "Whereas" clause, he also wanted the following language included at the end of the last sentence of No. 1 after Now, therefore, be it resolved.. add: "resulting in a net payment of $121,050."

Commissioner Miller moved to adopt Resolution No. 2821 as amended and Commissioner San Jule seconded the motion. Resolution No. 2821 was UNANIMOUSLY ADOPTED.

11. NEW BUSINESS:

(a) RESOLUTION NO. 2822

RESOLUTION OF APPRECIATION TO
MR. Q.T. YOAKUM
EMPLOYEE OF THE MONTH - JUNE 1986
* * * * * * * * * * * * * * * * * *

WHEREAS, the San Francisco Housing Authority extends its appreciation each month to an employee for outstanding job performance; and

WHEREAS, Mr. Q. T. Yoakum has contributed thirty (30) years of dedicated service to this Authority; and

WHEREAS, Mr. Yoakum maintains an exceptional attitude and a consistent level of excellence in his everyday job performance; and

WHEREAS, Mr. Yoakum has demonstrated dedication to the Authority and the tenants he served, his willingness to follow instructions and remain on the job no matter what the conditions might have been;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The San Francisco Housing Authority and its Executive Director/Secretary express their appreciation and commendation to Mr. Q. T. Yoakum as the June, 1986 Employee of the Month.

/s/ James G. Fussell, Jr.
James G. Fussell, Jr.
President

/s/ Harry Chuck
Reverend Harry Chuck
Vice President

/s/ Joan San Jule
Joan San Jule, Commissioner

/s/ Betty Brooks
Betty Brooks, Commissioner

/s/ Elouise Westbrook
Elouise Westbrook, Commissioner

/s/ L. Kirk Miller
L. Kirk Miller, Commissioner

/s/ James E. Clay
James E. Clay
Secretary/Executive Director

President Fussell noted that the first two items are for the same employee, one for Employee of the Month and the second a commendation upon retirement to Mr. Q. T. Yoakum. President Fussell read Resolution No. 2822.

Commissioner Brooks moved to adopt Resolution No. 2822 and Commissioner Miller seconded the motion. Resolution No. 2822 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 2823

RESOLUTION COMMENDING MR. Q. T. YOAKUM
ON THE OCCASION OF HIS RETIREMENT
FROM THE HOUSING AUTHORITY OF THE
CITY AND COUNTY OF SAN FRANCISCO
* * * * * * * * * * * * * * * * * * * *

WHEREAS, Mr. Q. T. Yoakum did enter the employ of the Housing Authority of the City and County of San Francisco on February 28, 1956; and

WHEREAS, Mr. Yoakum during his tenure of 30 years did faithfully and diligently perform his duties and responsibilities as a Laborer and Laborer Foreman; and

WHEREAS, Mr. Yoakum has gained the respect of the Commission of this Authority, the staff and his fellow employees for his loyalty, efficiency and dedicated service;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. This Commission extends to Mr. Q. T. Yoakum its appreciation for his long and faithful service to the San Francisco Housing Authority.

2. This Commission extends its best wishes for a long, happy and healthy retirement.

/s/ James G. Fussell, Jr.
James G. Fussell, Jr.
President

/s/ Harry Chuck
Reverend Harry Chuck
Vice President

/s/ Joan San Jule
Joan San Jule, Commissioner

/s/ Betty Brooks
Betty Brooks, Commissioner

/s/ Elouise Westbrook
Elouise Westbrook, Commissioner

/s/ L. Kirk Miller
L. Kirk Miller, Commissioner

/s/ James E. Clay
James E. Clay
Secretary/Executive Director

President Fussell read Resolution No. 2823 and asked Mr. Yoakum to come forward and receive both resolutions.

Commissioner Brooks moved to adopt Resolution No. 2823 and Commissioner Miller seconded the motion. Resolution No. 2823 was UNANIMOUSLY ADOPTED.

Commission and audience applauded Mr. Yoakum, Employee of the Month for June 1986 and wished him a happy and healthy retirement.

(c) RESOLUTION NO. 2824

RESOLUTION COMMENDING MR. ROBERT L. SPENCE
ON THE OCCASION OF HIS RETIREMENT FROM THE
HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO
* *

WHEREAS, Mr. Robert L. Spence did enter the employ of the Housing Authority of the City and County of San Francisco on April 20, 1970; and

WHEREAS, Mr. Spence during his tenure of 16 years did faithfully and diligently perform his duties and responsibilities as a Construction and Modernization Inspector; and

WHEREAS, Mr. Spence has gained the respect of the Commission of this Authority, the staff and his fellow employees for his loyalty, efficiency and dedicated service;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. This Commission extends to Mr. Robert L. Spence its appreciation for his long and faithful service to the San Francisco Housing Authority.

2. This Commission extends its best wishes for a long, happy and healthy retirement.

/s/ James G. Fussell, Jr.
James G. Fussell, Jr.
President

/s/ Harry Chuck
Reverend Harry Chuck
Vice President

/s/ Joan San Jule
Joan San Jule, Commissioner

/s/ Betty Brooks
Betty Brooks, Commissioner

/s/ Elouise Westbrook
Elouise Westbrook, Commissioner

/s/ L. Kirk Miller
L. Kirk Miller, Commissioner

/s/ James E. Clay
James E. Clay
Secretary/Executive Director

President Fussell read Resolution No. 2824 commending Robert L. Spence, who is retiring from the Authority after 16 years of service.

Commissioner Brooks moved to adopt Resolution No. 2824 and Commissioner San Jule seconded the motion. Resolution No. 2824 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 2825

RESOLUTION COMMENDING MR. ALBINO FELIZZATTO
ON THE OCCASION OF HIS RETIREMENT FROM THE
HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO
* *

WHEREAS, Mr. Albino Felizzatto did enter the employ of the Housing Authority of the City and County of San Francisco on November 11, 1974; and

WHEREAS, Mr. Felizzatto during his tenure of 11 years and 7 months did faithfully and diligently perform his duties and responsibilities as a Plumber; and

WHEREAS, Mr. Felizzatto has gained the respect of the Commission of this Authority, the staff and his fellow employees for his loyalty, efficiency and dedicated service;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That this Commission extends to Mr. Albino Felizzatto its appreciation for his long and faithful service to the San Francisco Housing Authority.

2. That this Commission extends its best wishes for a long, happy and healthy retirement.

/s/ James G. Fussell, Jr.
James G. Fussell, Jr.
President

/s/ Harry Chuck
Reverend Harry Chuck
Vice President

/s/ Joan San Jule
Joan San Jule, Commissioner

/s/ Betty Brooks
Betty Brooks, Commissioner

/s/ Elouise Westbrook
Elouise Westbrook, Commissioner

/s/ L. Kirk Miller
L. Kirk Miller, Commissioner

/s/ James E. Clay
James E. Clay
Secretary/Executive Director

President Fussell read Resolution No. 2825 commending Mr. Albino Felizzatto upon his retirement from the Housing Authority after more than 11 years of service.

Commissioner San Jule moved to adopt Resolution No. 2825 and Commissioner Brooks seconded the motion. Resolution No. 2825 was UNANIMOUSLY ADOPTED.

President Fussell asked Mr. Spence and Mr. Felizzatto to come forward and receive their commendation. The audience and Commission applauded Mr. Spence and Mr. Felizzatto and wished them well.

(e) RESOLUTION NO. _____

RESOLUTION AUTHORIZING ADOPTION
OF A GRIEVANCE PROCEDURE APPLICABLE
TO RESOLVE TENANT DISPUTES
****

WHEREAS, 24 Code of Federal Regulations Part 966, Subpart B requires public housing agencies (PHA's) to establish and implement a grievance procedure to afford PHA tenants an opportunity for a hearing if the tenant disputes, within a reasonable time, any PHA action or failure to act involving the tenant's lease with the PHA or PHA regulations, which adversely affect the individual tenant's rights, duties, welfare or status; and

WHEREAS, the current Grievance Procedure of the Housing Authority of the City and County of San Francisco needs to be revised to comply with all of the requirements, standards and criteria set forth in said regulation; and

WHEREAS, the Authority's tenants as well as the various public housing Tenant Associations were given 30 days written notice of the proposed changes and an opportunity to present written comments; and

WHEREAS, the written comments received have been taken into consideration;

NOW, THEREFORE, BE IT RESOLVED, BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCSICO THAT:

1. That the policy as set forth in Exhibit A which is attached hereto and made a part hereof is hereby adopted as the Grievance Procedure for the Housing Authority of the City and County of San Francisco;

2. That the Executive Director is hereby authorized to take all steps necessary to implement and execute said Grievance Procedure;

3. That this Resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Legal Counsel

Date:_____

Mr. Clay stated that there is one major change in the grievance procedure and that is the change in the composition of the grievance panel. At the present time, it is composed of three tenants. Based on a review of how other housing authorities operate, staff is recommending that the panel be composed of one tenant, one staff member and a third person, mutually selected by those people. Some tenants have a problem with that approach. Mr. Michael Harris addressed the Commission regarding this matter.

This resolution was tabled pending a meeting with the Executive Director and the Executive Board of PHTA to clear up the issue of the composition of the grievance panel.

(f) RESOLUTION NO. 2826

RESOLUTION ACCEPTING THE TERMS OF THAT CERTAIN SETTLEMENT AGREEMENT TO BE ENTERED INTO IN AN ACTION KNOWN AS ROGERS ET AL. V. UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT ET AL., CIVIL ACTION NO. C-81-3690-SC

****

WHEREAS, there is presently pending in the U.S. District Court, Northern District of California an action which is known as Rogers et al. v. United States Department of Housing and Urban Development et al., Civil Action No. C-81-3690-SC; and

WHEREAS, to avoid further protracted litigation and to facilitate the addition of affordable and appropriately sized dwelling units to the housing stock of the City of San Francisco, the plaintiffs in the action, Fred A. Crimes, Sr., Elizabeth Davis, Jessie Duncan, Zubedah Lynch, and Mary Helen Rogers (Plaintiffs) and the defendants, Samuel Pierce and the U.S. Department of Housing and Urban Development and the Redevelopment Agency of the City and County of San Francisco (Defendants) have proposed a settlement agreement; and

WHEREAS, it is recognized that by virtue of the terms of the Settlement Agreement, complete cooperation from the Housing Authority of the City and County of San Francisco is essential to the accomplishment of the purposes of the Settlement Agreement and said Settlement Agreement shall only come into effect when its terms are approved by a formal resolution of the Housing Authority; and

WHEREAS, Plans and Specifications for rehabilitation of eight dwelling units located at 1353-1367 Eddy Street, San Francisco, California (Eddy Street property) have been submitted to the San Francisco Housing Authority for approval as a precondition to the signing of said Settlement Agreement.

NOW THEREFORE BE IT RESOLVED, BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director is authorized to accept and approve the Settlement Agreement in substantially the same form as attached hereto and made a part hereof once the following conditions have been met:

   a) the Plans and Specifications for the Eddy Street property are reviewed and finally approved by the Executive Director; and

   b) the Plaintiffs and Defendants have executed said Settlement Agreement.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner Miller moved to adopt Resolution No. 2826 and Commissioner San Jule seconded the motion. Resolution No. 2826 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION NO. 2827

RESOLUTION AUTHORIZING THE PURCHASE OF VINYL TILE
* *

WHEREAS, the Rehabilitation Branch of the Facilities Management Division installs vinyl tile in vacant units as a part of its rehabilitation process; and

WHEREAS, existing warehouse stocks are near exhaustion; and

WHEREAS, bid solicitations have been mailed to, and received from, qualified distributors; and

WHEREAS, these bid responses have been evaluated by the Procurement Services staff; and

WHEREAS, the base bid price represents the price of the lowest responsible bidder;

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to award a purchase order to the following company in the amount indicated:

FLOORCRAFT	$ 6,982.50

APPROVED AS TO FORM:

_____
Legal Counsel

_____
Date

Commissioner Brooks moved to adopt Resolution No. 2827 and Commissioner San Jule seconded the motion. Resolution No. 2827 was UNANIMOUSLY ADOPTED.

(h) RESOLUTION NO. 2828

RESOLUTION AUTHORIZING THE AWARD OF A PURCHASE ORDER FOR THE PURCHASE OF SPACE HEATERS FOR A TWELVE (12) MONTH PERIOD

* *

WHEREAS, the Procurement Services Department stocks space heaters, used for replacements in the Sunnydale and Holly Courts projects, in the procurement warehouse; and

WHEREAS, bids have been solicited from qualified manufacturers and distributors, and the bids have been reviewed and evaluated by the Procurement Services staff; and

WHEREAS, the bid price is in the best long term economic interest of the Authority; and

WHEREAS, the bid quote represents the price of the lowest responsible bidder;

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to award a purchase order to the following company in the dollar amount indicated:

STOVE PLUMBERS SUPPLY COMPANY, INC. $ 23,265.00

APPROVED AS TO FORM:

_____
Legal Counsel

_____
Date

Commissioner Brooks moved to adopt Resolution No. 2828 and Commissioner San Jule seconded the motion. Resolution No. 2828 was UNANIMOUSLY ADOPTED.

(i) RESOLUTION NO. 2829

RESOLUTION AUTHORIZING THE PRELIMINARY APPLICATION FOR FISCAL YEAR 1986 COMPREHENSIVE IMPROVEMENT ASSISTANCE PROGRAM FUNDS FROM THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

* *

WHEREAS, the Department of Housing and Urban Development has invited this Authority to submit an application for Fiscal Year 1986 Comprehensive Improvement Assistance Program funds;

WHEREAS, based on the deteriorating conditions at the Alemany Housing Project, CAL 1-16, the comprehensive modernization of that project is proposed for funding from this program; and

WHEREAS, it is the goal of the Authority to involve residents in and have them directly benefit from such rehabilitation efforts, it is also proposed that funding from this program establish an Alemany Resident Corporation to assist in the management and maintenance of the property during the rehabilitation period and following the reoccupancy of the development; and

WHEREAS, utility costs compose a major portion of the Operating Budget, it is also proposed that a Utility Consultant be retained with these funds to assist the Authority in managing and monitoring utility usage.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

I. That the San Francisco Housing Commission formally approves the Preliminary Application for 1986 Comprehensive Improvement Assistance Program to comprehensively rehabilitate the Alemany Housing Project, CAL 1-16, establish an Alemany Resident Corporation and retain a Utility Consultant.

II. That the Executive Director is authorized to submit this Preliminary Application to the Department of Housing and Urban Development for consideration.

APPROVED AS TO FORM:

_____
Legal Counsel

_____
Date

Mr. Clay stated that this is a preliminary application to do comprehensive modernization of the Alemany development. He explained the HUD process for the preliminary application and formal application, calling special attention to the fact that this is just the preliminary application.

Commissioner Miller moved to adopt Resolution No. 2829 and Commissioner San Jule seconded the motion. Resolution No. 2829 was UNANIMOUSLY ADOPTED.

(j) RESOLUTION NO. 2830

RESOLUTION GRANTING A FIVE (5) FOOT EASEMENT
AT CAL 1-19(1), 990 PACIFIC AVENUE TO
THE "TRUE SUNSHINE EPISCOPAL CHURCH"
****

WHEREAS, the San Francisco Housing Authority purchased the 990 Pacific Avenue property from the Episcopal Diocese of California on or about 1966; and

WHEREAS, the northwest portion of that property was retained by the Diocese to construct a church for which purpose a "light/air" and "Emergency Egress" easement was negotiated; and

WHEREAS, the church seeks to implement the final phase of their proposed expansion plans, which will shift the fire exit from the center of the eastern property line to the northeast corner of the property; and

WHEREAS, this shift now requires this easement to be redefined and officially designated; and

WHEREAS, the granting of such easement does not adversely affect the operations of the Housing Authority, nor the welfare of the 990 Pacific Residents.

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director of this Authority be and he is hereby directed and authorized to prepare and execute an easement agreement for five feet in accordance with the perimeters as shown in Exhibit #1 attached hereto and made a part hereof, with "True Sunshine Episcopal Church", with the conditions that this easement not be fenced and be null and void, in the event the property is sold or the land-use changes

2. That this Resolution take effect immediately.

APPROVED AS TO FORM:

_____
GERALDINE L. CHAVIS
Legal Counsel

_____
Date

Commissioner Miller requested incorporating in the title report that the easement does not go with the land so that any future buyer will be aware of it. Counsel Chavis stated that she is not aware that it is in the title report but will so report it.

Commissioner San Jule moved to adopt Resolution No. 2830 and Commissioner Miller seconded the motion. Resolution No. 2830 was UNANIMOUSLY ADOPTED.

(k) RESOLUTION NO. 2831

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH PACIFIC GAS AND ELECTRIC COMPANY FOR REPLACEMENT OF THE ALICE GRIFFITH SITE GAS LINES WITH A PG&E INSTALLED AND OWNED SYSTEM

* *

WHEREAS, $380,000 has been allocated to the CAL 1-18(4) Alice Griffith Project in the Authority's CA-1-912 Modernization Program for replacement and relocation of gas mains in compliance with present day code requirements; and

WHEREAS, the PG&E, working with Authority contract engineers, concluded the preliminary work and are now ready to install 3,955 feet of gas mains, 30 plastic gas services, manifolds, and the removal of the exisiting master meter; and

WHEREAS, the cost for engineering and installation of said work is $214,928.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. That the agreement provided by P.G.&E. attached hereto is hereby approved; and

2. The Executive Director/Secretary is authorized and directed to execute the above-named contract on behalf of the Housing Authority.

Attachment

APPROVED AS TO FORM:

_____
Legal Counsel

_____
Date

Commissioner San Jule moved to adopt Resolution No. 2831 and Commissioner Miller seconded the motion. Resolution No. 2831 was UNANIMOUSLY ADOPTED.

(1) RESOLUTION NO. 2832

RESOLUTION APPROVING THE 1987 COMMUNITY DEVELOPMENT PROGRAM FOR THE SAN FRANCISCO HOUSING AUTHORITY AND AUTHORIZING SUBMITTING THIS 1987 PROGRAM TO THE MAYOR'S OFFICE OF COMMUNITY DEVELOPMENT

* *

WHEREAS, the Community Development Program for San Francisco contains a program activity entitled, "REHABILITATION OF PUBLIC HOUSING"; and

WHEREAS, the San Francisco Housing Authority has applied for funds since the inception of the Community Development Program for the Rehabilitation of its existing housing stock; and

WHEREAS, the Community Development Program allocations have been successfully utilized in improving the San Francisco Housing Projects.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the attached summary of the 1987 Community Development Program is hereby approved.

2. That the Executive Director of this Authority be, and he is hereby authorized to forward said program in as many counterparts as may be required together with certified copies of this Resolution to the Mayor's Office of Community Development.

3. Furthermore, that the Executive Director of this Authority be and he is hereby directed to do all things necessary and proper to pursue the implementation of the 1987 Community Development Program.

APPROVED AS TO FORM:

_____
Legal Counsel

_____
Date

Mr. Clay stated that a group of tenants from Ping Yuen wished to address the Commission on one issue that staff is not including in this program. As in previous years, the majority of the funds is targeted for the vacate program. The next largest item is for security measures.

The Ping Yuen Tenant Association had requested that staff include in the application an endorsement of a security program. They are interested in providing locks and lock gates leading into the development. They have had some success with a program like this at 665 Pacific. They want to try it at the other two buildings. Staff was not aware of the program at 665 Pacific. Mr. Watson Low, President of the Ping Yuen Tenant Association addressed the Commission explaining how much better the area is with the lock gate.

Mr. Clay stated that he had some concerns regarding the Authority's liability in case of fire and the tenants' rights to access to their apartment. Staff has not had time to review these considerations and look at the program that has been

instituted at 665 Pacific. President Fussell stated that because the amount of funds involved is only $10,000 - $12,000, funding for this program could be from sources other than Community Development. Pending staff evaluation of this program, he would recommend funding it.

Commissioner Brooks moved to adopt Resolution No. 2832 and Commissioner San Jule seconded the motion. Resolution No. 2832 was UNANIMOUSLY ADOPTED.

VISITORS - Mr. Clay called on the following visitors who wished to address the Commission: Dollie Smith, Westbrook Apartments; Roxie McCormick, Sunnydale.

12. ADJOURNMENT:

There being no further business to come before the Commission, President Fussell adjourned the meeting in memory of Mrs. Maybelline Hubbard, President of PHTA. The meeting of June 27, 1986 was adjourned at 5:25 p.m.

JAMES G. FUSSELL, JR., President

James E. Clay

JAMES E. CLAY
Executive Director/Secretary

SAN FRANCISCO HOUSING AUTHORITY

1815 EGBERT AVENUE • SAN FRANCISCO, CALIFORNIA 94124 • TELEPHONE (415) 468-3800

Dianne Feinstein, *Mayor*
James G. Fussell, Jr., *President*
Reverend Harry Chuck, *Vice President*
Joan M. San Jule, *Commissioner*
Betty Brooks, *Commissioner*
Elouise Westbrook, *Commissioner*
James McNamara, *Commissioner*
L. Kirk Miller, *Commissioner*

James E. Clay, *Executive Director/Secretary*

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JULY 8, 1986

P U B L I C N O T I C E

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, JULY 10, 1986 AT 1815 EGBERT AVENUE, SAN FRANCISCO, CALIFORNIA.

James E Clay

JAMES E. CLAY
SECRETARY/EXECUTIVE DIRECTOR

REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, JULY 10, 1986 AT 4:00 P.M., 1815 EGBERT AVENUE, SAN FRANCISCO, CALIF.

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * *

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1. ROLL CALL:

   James G. Fussell, Jr., President
   Reverend Harry Chuck, Vice President
   Joan M. San Jule, Commissioner
   Betty Brooks, Commissioner
   Elouise Westbrook, Commissioner
   L. Kirk Miller, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORTS:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:
   1) PHTA
   2) Senior Citizen Citywide Council

10. UNFINISHED BUSINESS:
    Resolution Authorizing Adoption of a Grievance Procedure Applicable to Resolve Tenant Disputes

11. NEW BUSINESS:

    (a) Resolution - Authorizing Award of a Contract for the Gas Line Replacement of Alice Griffith, Cal. 1-18(4)

    (b) Resolution - Authorizing Award of a Contract for the Gas Line Replacement at Westside Courts, Cal. 1-8

    (c) Resolution - Authorizing Award of a Contract for the Upgrading of Gas Meter Rooms at Holly Courts, Cal. 1-1

    (d) Resolution - Authorizing the Purchase of Two (2) Motor Vehicles

    (e) Resolution - Authorizing the Purchase of Refrigerators and Stoves

    (f) Resolution - of Commendation to Douglas Falkner

12. ADJOURNMENT:

James E. Clay
James E. Clay
Secretary/Executive Director

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

[MINUTES]

Regular Meeting Held:
Thursday, July 10, 1986

1815 Egbert Avenue
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 1815 Egbert Avenue, San Francisco, California on Thursday, July 10, 1986 at 4:00 p.m.

1. ROLL CALL:

The meeting was called to order by President Fussell at 4:10 p.m.

Roll Call found the following members to be:

PRESENT: James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President
Joan San Jule, Commissioner (arrived 4:20)
Betty Brooks, Commissioner

ABSENT: Elouise Westbrook, Commissioner
L. Kirk Miller, Commissioner

At the time of roll call a quorum was not present. The agenda was moved forward to General Communications, Report of Secretary and other reports. No action items were taken until the arrival of Commissioner San Jule at 4:20 at which time a quorum was present.

ALSO PRESENT: James E. Clay, Executive Director
Geraldine Chavis, Legal Counsel

2. VISITORS:

Florina Johnson
Louise J. Neal, Hayes Valley
Rhonda Fields
Annette Franklin

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3. APPROVAL OF AGENDA:

Mr. Clay requested an addition to the agenda under New Business: Resolution - Authorizing and Directing Submission of Application for a Low-Rent Housing Program. Vice President Chuck moved to approve the amended agenda of July 10, 1986 and Commissioner Brooks seconded the motion. The agenda of July 10, 1986 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner San Jule movedto approve the minutes of the special meeting of June 27, 1986 and Commissioner Brooks seconded the motion. The minutes of June 27, 1986 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Clay gave a brief report on the security at Ping Yuen. He reported that he has met with the Ping Yuen Tenant Association, toured the properties, looked at the gates that have locks and talked to some of the tenants. Regarding an extensive security system at Ping Yuen North, he told the Association members that he would get back to them after consulting with the fire marshall. Mr. Al Nelson and the fire marshall were out at Ping

Yuen yesterday, Wednesday, July 9. They looked at what the tenant association proposed to do and the fire marshall is prepared to approve the locking of the gates as long as the Authority provides lock boxes near the gate for the Fire Department. The Authority will also have to install lock boxes at the other properties. Mr. Clay stated that the lock boxes will be installed and then we will try to identify the source of funds to do the security work.

6. REPORT OF SECRETARY:

The Report of Secretary has been submitted in written form. Mr. Clay gave a brief update on the status of the audit.

7. COMMITTEE REPORT:

There have been no Committee meetings. The Site and Design Committee will meet on Wednesday, July 23.

8. REPORT OF COUNSEL:

Report of Counsel has been submitted in written form.

9. TENANT REPRESENTATIVE REPORT:

Dollie Smith of PHTA read the Report of PHTA Activities. The report focused on their strong disagreement with the new grievance procedure. It is the feeling of PHTA that adding a SFHA staff member to the grievance panel will discourage tenants from using the process.

10. UNFINISHED BUSINESS:

(a) RESOLUTION NO. 2833

RESOLUTION AUTHORIZING ADOPTION
OF A GRIEVANCE PROCEDURE APPLICABLE
TO RESOLVE TENANT DISPUTES
* * * * * * * * * * * * * * * * * * * *

WHEREAS, 24 Code of Federal Regulations Part 966, Subpart B requires public housing agencies (PHA's) to establish and implement a grievance procedure to afford PHA tenants an opportunity for a hearing if the tenant disputes, within a reasonable time, any PHA action or failure to act involving the tenant's lease with the PHA or PHA regulations, which adversely affect the individual tenant's rights, duties, welfare or status; and

WHEREAS, the current Grievance Procedure of the Housing Authority of the City and County of San Francisco needs to be revised to comply with all of the requirements, standards and criteria set forth in said regulation; and

WHEREAS, the Authority's tenants as well as the various public housing Tenant Associations were given thirty (30) days' written notice of the proposed changes and an opportunity to present written comments; and

WHEREAS, the written comments received have been taken into consideration;

NOW, THEREFORE, BE IT RESOLVED, BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the policy as set forth in Exhibit A which is attached hereto and made a part hereof is hereby adopted

as the Grievance Procedure for the Housing Authority of the City and County of San Francisco;

2. That the Executive Director is hereby authorized to take all steps necessary to implement and execute said Grievance Procedure;

3. That this Resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Legal Counsel

Date:_____

Mr. Clay stated that the major change in the grievance procedure is the composition of the grievance panel. The panel is composed of one staff member, one PHTA member and a third person to be selected by both parties. It is the opinion of staff that the inclusion of a staff member and a neutral person expands the process and provides a much better forum for tenants to get a fair hearing and decision. The staff member will not be in the majority and the tenant will not be in the majority because there is a neutral person. It will be similar to serving on a jury.

This item was held over from the last meeting pending the Executive Director meeting with the Executive Board of PHTA. One of the things that was discussed was the tenants indicated that they would like to have a commitment from Mr. Clay, if the Commission should pass the grievance procedure, that he would monitor closely the operation and the effectiveness of this approach and at the point it became clear that it was not effective he would be willing to recommend changes. Mr. Clay stated that he had no problems with this.

President Fussell stated that in addition to monitoring the process, he requested that a report be brought before the Commission once a month that summarizes what has come before the grievance panel, similar to Report of Counsel. He wants the report to identify who has come before the grievance panel, who was on the panel and how it was resolved. PHTA then would have the opportunity to comment on the grievances at that time.

Vice President Chuck moved to adopt Resolution No. 2833 and Commissioner Brooks seconded the motion. Resolution No. 2833 was UNANIMOUSLY ADOPTED.

11. NEW BUSINESS:

(a) RESOLUTION NO. 2834

RESOLUTION AUTHORIZING AWARD OF CONTRACT
FOR THE GAS LINE REPLACEMENT AT ALICE GRIFFITH
CAL 1-18(4)
* *

WHEREAS, on June 16, 1986, this Authority advertised for bids for the replacement of gas lines at Alice Griffith, CAL 1-18(4), to eliminate serious gas leaks at that project; and

WHERERAS, on July 8, 1986, the three following bids were received and publicly opened and read aloud:

Bidder	Bid Amount
Smith and Denison, Inc.	$195,588.00
E. Mitchell, Inc.	$198,941.00
N.V. Heathorn, Inc.	$247,435.00

WHEREAS, Authority staff has evaluated the low bid and found the bid to be in compliance with all requirements of the bid proposal; and

WHEREAS, HUD has agreed to provide sufficient funding from the CA-1-912 Comprehensive Improvement Assistance Program allocation to complete this work pending formal approval of a Budget Revision to that C.I.A.P. Budget;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That a contract for the work be awarded to Smith and Denison, Inc. in the amount of $195,588.00.

2. That this action shall not constitute notice to the Bidder of the award of contract, and no award shall be effective until the contractor is given written notice thereof.

3. That this action is contingent upon receipt and approval of the contractor's Affirmative Action Program and evidence of bondability.

4. That the Secretary/Executive Director is authorized and directed to execute a contract with the abovementioned contractor on behalf of this Authority.

5. That this action is contingent upon formal HUD approval of a Budget Revision to the CA-1-912 C.I.A.P. Budget.

APPROVED AS TO FORM:

_____
Legal Counsel

_____
Date

(b) RESOLUTION NO. 2835

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR THE REPLACEMENT OF THE GAS DISTRIBUTION SYSTEM AT WESTSIDE COURTS, CAL 1-8

****

WHEREAS, on June 17, 1986, this Authority advertised for bids for the replacement of the gas distribution system at Westside Courts, CAL 1-8, to eliminate serious gas leaks at that project, and

WHEREAS, on July 2, 1986, the two following bids were received and publicly opened and read aloud:

Bidder	Bid Amount
E. Mitchell, Inc.	$143,970.00
N. V. Heathorn, Inc.	$257,245.00

WHEREAS, Authority staff has evaluated the low bid and found the bid to be in compliance with all requirements of the bid proposal; and

WHEREAS, HUD funding as part of the Authority's CA-1-907 Comprehesive Improvement Assistance Program has been allocated for this work; and

WHEREAS, the low bid received is within this funding allocation; and

WHEREAS, HUD authorization is required before these allocated funds can be obligated for this work;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That a contract for the work be awarded to E. Mitchell, Inc. in the amount of $143,970.00.

2. That this action shall not constitute notice to the Bidder of the award of contract, and no award shall be effective until the contractor is given written notice thereof.

3. That this action is contingent upon receipt and approval of the contractor's Affirmative Action Program and evidence of bondability.

4. That the Secretary/Executive Director is authorized and directed to execute a contract with the above-mentioned contractor on behalf of this Authority.

5. That this award is contingent upon HUD's authorization that the allocated funds can be obligated for this work.

APPROVED AS TO FORM:

_____
Legal Counsel

Date _____

(c) RESOLUTION NO. 2836

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR THE UPGRADING OF GAS METER ROOMS AT HOLLY COURTS, CAL 1-1

* *

WHEREAS, on June 16, 1986, this Authority advertised for bids for the upgrading of the gas meter rooms at Holly Courts, Cal 1-1, to meet current building code and Pacific Gas and Electric Company regulations; and

WHEREAS, on July 1, 1986, the two following bids were received and publicly opened and read aloud:

Bidder	Bid Amount
N.V. Heathorn, Inc.	$57,745.00
Walnut Creek Sheet Metal and Furnace Co., Inc.	$81,938.00

WHEREAS, Authority staff has evaluated the low bid and found the bid to be in compliance with all requirements of the bid proposal; and

WHEREAS, HUD funding, as part of the Authority's Phase V Modernization Program, has been allocated for this work; and

WHEREAS, the low bid received is within this funding allocation; and

WHEREAS, HUD authorization is required before these allocated funds can be oligated for this work;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That a contract for the work be awarded to N.V. Heathorn, Inc. in the amount of $57,745.00

2. That this action shall not constitute notice to the Bidder of the award of contract, and no award shall be effective until the contractor is given written notice thereof.

3. That this action is contingent upon receipt and approval of the contractor's Affirmative Action Program and evidence of bondability.

4. That the Secretary/Executive Director is authorized and directed to execute a contract with the abovementioned contractor on behalf of this Authority.

5. That this award is contingent upon HUD's authorization that the allocated funds can be obligated for this work.

APPROVED AS TO FORM:

_____
Legal Counsel

Date: _____

Resolution Nos. 2834, 2835 and 2836 were combined. Commissioner Brooks moved to adopt Resolutions No. 2834, No. 2835 and No. 2836 and Vice President Chuck seconded the motion. Resolutions No. 2834, No. 2835 and No. 2836 were UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 2837

RESOLUTION AUTHORIZING THE PURCHASE
OF TWO (2) MOTOR VEHICLES
* * * * * * * * * * * * * * * * * * *

WHEREAS, the Leased Housing Department has a requirement for additional motor vehicles; and

WHEREAS, on July 1, 1986, price quotes were received from qualified automobile dealers--responses are as follows:

Bidder	Bid Amount
Ellis Brooks Chevrolet	$16,614.00
Cochran and Celli	$16,015.48
Bill Nelson Chevrolet	No bid
Val Strough Chevrolet	$17,140.00

WHEREAS, the Procurement Services staff has reviewed and evaluated the bids; and

WHEREAS, the evaluation has found Ellis Brooks Chevrolet to be the lowest responsible bidder after applying a ten percent (10%) bid preference, which is allowed by the Board of Commission Resolution No. 2659 (adopted January 19, 1984); and

WHEREAS, the award amount is within the funding limitations provided by HUD under Section 8 Existing Housing Program (Project CA 39-E001-012);

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to award a purchase order to Ellis Brooks Chevrolet in the aggregate not-to-exceed amount of $16,614.00.

APPROVED AS TO FORM:

_____
Legal Counsel

Date: _____

Commissioner Brooks moved to adopt Resolution No. 2837 and Vice President Chuck seconded the motion. Resolution No. 2837 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO. 2838

RESOLUTION RATIFYING THE EMERGENCY PURCHASE OF ELECTRICAL REFRIGERATORS AND GAS RANGES

* *

WHEREAS, the Board of Commissioners authorized the sale of refrigerators and gas ranges to housing tenants on Resolution No. 2454 (adopted April 22, 1982); and

WHEREAS, estimated annual requirements had been understated and a shortage of supply was imminent; and

WHEREAS, lack of said appliances would have presented threats to the health and welfare of tenants in need of these appliances; and

WHEREAS, HUD Handbook 7460.8, Procurement Handbook and Public Housing Agencies, authorized the purchase of goods when the public exigencies require the immediate delivery of the articles; and

WHEREAS, the Executive Director authorized the emergency purchase of appliances, and 50 electric refrigerators and 52 gas ranges were ordered from Sears, Roebuck company, per HUD Consolidated Supply Contracts;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

The emergency purchase of electric refrigerators and gas ranges, which was authorized by the Executive Director on June 25, 1986 is hereby ratified and the expenditure of $35,218.20 is hereby authorized.

APPROVED AS TO FORM:

_____
Legal Counsel

Date _____

Vice President Chuck moved to adopt Resolution No. 2838 and Commissioner Brooks seconded the motion. Resolution No. 2838 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION NO. 2839

RESOLUTION AUTHORIZING THE PURCHASE
OF REFRIGERATORS AND GAS RANGES
* * * * * * * * * * * * * * * * * * *

WHEREAS, the Board of Commissioners authorized the sale of refrigerators and gas ranges to housing tenants, on Resolution No. 2454, adopted April 22, 1982; and

WHEREAS, the Board of Commissioners authorized the purchase of appliances required to cover the first sixty (60) days of fiscal year 1986, per Resolution No. 2722, (adopted October 10, 1985), in a not-to-exceed aggregate cost of $66,030.00; and

WHEREAS, the Board of Commissioners authorized the purchase of appliances to support requirements during the period of December 1, 1985 through, and including, January 1, 1986, per Resolution No. 2758, (adopted December 12, 1985), in a not-to-exceed aggregate cost of $17,419.00; and

WHEREAS, after budget review, the Board of Commissioners authorized the purchase of appliances to support requirements during the period of March 1, 1986 through September 30, 1986, per Resolution No. 2729, (adopted February 13, 1986), in a not-to-exceed aggregate cost of $100,000.00; and

WHEREAS, supplies of appliances, authorized by the aforementioned resolutions, had been executed and emergency orders had to be placed on June 25, 1986; in an aggregate amount of $35,218.20; and

WHEREAS, funding is available to purchase the appliances in the quantities indicated below; and

WHEREAS, said appliances have been supplied by the Sears, Roebuck Company, per HUD Consolidated Supply Contracts;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director of the Authority is authorized to purchase electrical refrigerators and gas ranges, using applicable HUD Consolidated Supply Contracts, in the quantities reflected below:

Refrigerator, left hinge door opening, 137 each	$ 48,772.00
Refrigerator, right hinge door opening, 143	$ 50,908.00
Gas range, 21 inch, 67 each	$ 14,405.00
Gas range, 30 inch, 213 each	$ 50,055.00
Total	$164,140.00
Taxes	10,670.00
Freight	19,687.00
Grand Total	$194,507.00

2. The cost to purchase is not to exceed $194,507.00.

APPROVED AS TO FORM:

_____
Legal Counsel

Date _____

Commissioner Brooks moved to adopt Resolution No. 2839 and Vice President Chuck seconded the motion. Resolution No. 2839 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION NO. 2840

RESOLUTION COMMENDING DOUGLAS FALKNER
FOR SERVICES TO THE
SAN FRANCISCO HOUSING AUTHORITY
* * * * * * * * * * * * * * * * * * * *

WHEREAS, Mr. Douglas Falkner did enter the employ of the Housing Authority of the City and County of San Francisco on December 13, 1985; and

WHEREAS, Mr. Falkner resigned as Director of Finance on June 13, 1986 to accept the position of Executive Director of the Peoria, Illinois Housing Authority; and

WHEREAS, Mr. Falkner made significant contributions to this Authority during his brief tenure by stabilizing the Authority's financial management system; and

WHEREAS, Mr. Falkner has gained the respect of the Commission of this Authority, his fellow employees and his professional colleagues for loyalty, efficiency and dedicated service;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO in its meeting this 10th day of July, 1986 that we hereby express our sincere thanks and deepest appreciation to Mr. Douglas Falkner.

/s/ James G. Fussell, Jr.
James G. Fussell, Jr.
President

/s/ Harry Chuck
Reverend Harry Chuck
Vice President

/s/ Joan San Jule
Joan San Jule, Commissioner

/s/ Betty Brooks
Betty Brooks, Commissioner

/s/ Elouise Westbrook
Elouise Westbrook, Commissioner

/s/ L. Kirk Miller
L. Kirk Miller, Commissioner

/s/ James E. Clay
James E. Clay
Secretary/Executive Director

Commissioner San Jule moved to adopt Resolution No. 2840 and Vice President Chuck seconded the motion. Resolution No. 2840 was UNANIMOUSLY ADOPTED.

APPROVED AS TO FORM:

_____
Legal Counsel

Date _____

Commissioner Brooks moved to adopt Resolution No. 2839 and Vice President Chuck seconded the motion. Resolution No. 2839 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION NO. 2840

RESOLUTION COMMENDING DOUGLAS FALKNER
FOR SERVICES TO THE
SAN FRANCISCO HOUSING AUTHORITY
* *

WHEREAS, Mr. Douglas Falkner did enter the employ of the Housing Authority of the City and County of San Francisco on December 13, 1985; and

WHEREAS, Mr. Falkner resigned as Director of Finance on June 13, 1986 to accept the position of Executive Director of the Peoria, Illinois Housing Authority; and

WHEREAS, Mr. Falkner made significant contributions to this Authority during his brief tenure by stabilizing the Authority's financial management system; and

WHEREAS, Mr. Falkner has gained the respect of the Commission of this Authority, his fellow employees and his professional colleagues for loyalty, efficiency and dedicated service;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO in its meeting this 10th day of July, 1986 that we hereby express our sincere thanks and deepest appreciation to Mr. Douglas Falkner.

/s/ James G. Fussell, Jr.
James G. Fussell, Jr.
President

/s/ Harry Chuck
Reverend Harry Chuck
Vice President

/s/ Joan San Jule
Joan San Jule, Commissioner

/s/ Betty Brooks
Betty Brooks, Commissioner

/s/ Elouise Westbrook
Elouise Westbrook, Commissioner

/s/ L. Kirk Miller
L. Kirk Miller, Commissioner

/s/ James E. Clay
James E. Clay
Secretary/Executive Director

Commissioner San Jule moved to adopt Resolution No. 2840 and Vice President Chuck seconded the motion. Resolution No. 2840 was UNANIMOUSLY ADOPTED.

(h) RESOLUTION NO. 2841

RESOLUTION AUTHORIZING AND DIRECTING SUBMISSION OF APPLICATION FOR A LOW-RENT HOUSING PROGRAM

****

WHEREAS, the United States Housing Act of 1937 provides that there shall be local determination of the need for low-rent housing to meet needs not being adequately met by private enterprise; and

WHEREAS, under the provisions of the United States Housing Act of 1937, the Secretary of Housing and Urban Development is authorized to provide financial assistance to public housing agencies for low-rent housing.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO AS FOLLOWS:

1. That the SFHA Commission hereby determines that within its area of operation there is a need for low-rent housing to meet needs not being adequately met by private enterprise.

2. That the Executive Director of the SFHA shall cause to be prepared and the President or Executive Director shall sign and send to the Secretary of Housing and Urban Development an application for financial assistance for not to exceed seventy (70) dwelling units of low-rent public housing to be provided by new construction.

3. In connection with the development and operation of any program or activity receiving Federal financial assistance under the United States Housing Act of 1937, regardless of when such program or activity or any portion thereof was or is initially covered by any contract, the Housing Authority of the City and County of San Francisco, will comply with all requirements imposed by Title VI of the Civil Rights Act of 1964, Public Law 88-352, 78 Stat. 241; the regulations of the Department of Housing and Urban Development issued thereunder, 24 CFR, Subtitle A, Part 1; and the requirements of said Department thereunder.

APPROVED AS TO FORM:

_____
Legal Counsel, SFHA

_____
Date

Vice President Chuck moved to adopt Resolution No. 2841 and Commissioner Brooks seconded the motion. Resolution No. 2841 was UNANIMOUSLY ADOPTED.

VISITORS - Mrs. Louise Neal, Hayes Valley; Mrs. Florina Johnson, Hunters Point; Rhonda Fields; Annette Franklin.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of July 10, 1986 was adjourned at 5:25 p.m.

JAMES G. FUSSELL, JR., President

James E Clay

JAMES E. CLAY
Executive Director/Secretary

SAN FRANCISCO HOUSING AUTHORITY

1815 EGBERT AVENUE • SAN FRANCISCO, CALIFORNIA 94124 • TELEPHONE (415) 468-3800

Dianne Feinstein, *Mayor*
James G. Fussell, Jr., *President*
Reverend Harry Chuck, *Vice President*
Joan M. San Jule, *Commissioner*
Preston Cook, *Commissioner*
Betty Brooks, *Commissioner*
Elouise Westbrook, *Commissioner*
James McNamara, *Commissioner*

JULY 22, 1986

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4 P.M., THURSDAY, JULY 24, 1986 AT 1815 EGBERT AVENUE, SAN FRANCISCO, CALIFORNIA.

JAMES E. CLAY
SECRETARY/EXECUTIVE DIRECTOR

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[MINUTES]

REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, JULY 24, 1986 AT 4:00 P.M., 1815 EGBERT AVENUE, SAN FRANCISCO, CALIF.

4/86

T E N T A T I V E A G E N D A
* * * * * * * * * * * * * * *

1. ROLL CALL:

   James G. Fussell, Jr., President
   Reverend Harry Chuck, Vice President
   Joan M. San Jule, Commissioner
   Betty Brooks, Commissioner
   Elouise Westbrook, Commissioner
   L. Kirk Miller, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORTS:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - Of Appreciation to Mr. Donald E. Smith Employee of the Month - July , 1986

   (b) Resolution - Commending Thomas D. Gholson for Services to the San Francisco Housing Authority

   (c) Resolution - Providing for the Write-Off of the Unreconciled Balance Resulting from an Audit of the Authority Accounts and Records for the Period Ending September 30, 1984

   (d) Resolution - Affirming the Commitment of the San Francisco Housing Authority Commission to the Implementation of Consultant Recommendations to Resolve Management and Operational Problems

   (e) Resolution - Authorizing the Purchase of Six (6) Motor Vehicles

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11. NEW BUSINESS: (Continuted)

(f) Resolution - Authorizing the Section 8 Department to Place an Application for Units Under the Section 8 Moderate Rehabilitation Program

(g) Resolution - Approving Superseding Part I and New Part II of Section 8 Housing Certificate Program Annual Contributions Contract No. SF 618 and Authorizing Execution

(h) Resolution - Authorizing the Executive Director to Execute a Contract between the San Francisco Housing Authority and the De La Fuente Engineering Group for Required Engineering for the replacement of Bernal Dwellings and Potrero Annex Gas Lines

(i) Resolution - Authorizing the Executive Director to Execute a Contract Between the San Francisco Housing Authority and S.J. Engineering for required Engineering for the Replacement of the North Beach Site Gas Lines

(j) Resolution - Authorizing the Executive Director to Execute a Contract between the San Francisco Housing Authority and Filoro Corporation/K.M. Engineering for Required Engineering for the Replacement of the Hayes Valley Site Gas Lines

12. ADJOURNMENT:

James E. Clay
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, July 24, 1986

1815 Egbert Avenue
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 1815 Egbert Avenue, San Francisco, California on Thursday, July 24, 1986 at 4:00 a.m.

1. ROLL CALL:

The meeting was called to order by President Fussell at 4:05 p.m.

Roll Call found the following members to be:

PRESENT: James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President
Joan San Jule, Commissioner
Betty Brooks, Commissioner
L. Kirk Miller, Commissioner

ABSENT: Elouise Westbrook, Commissioner

A quorum was present.

ALSO PRESENT: James E. Clay, Executive Director
Geraldine Chavis, Legal Counsel

2. VISITORS:

3. APPROVAL OF AGENDA:

Mr. Clay requested an addition to the agenda under new business: Resolution Authorizing the Award of a Contract for the Performance of a Classification and Compensation Study of all Management, Administrative, Clerical, Professional and Technical Positions. Commissioner Brooks moved to approve the agenda of July 24, 1986 as amended and Commissioner San Jule seconded the motion. The amended agenda of July 24, 1986 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner San Jule moved to approve the minutes of July 10, 1986 and Commissioner Brooks seconded the motion. The minutes of July 10, 1986 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None

6. REPORT OF SECRETARY:

The Report of Secretary has been submitted in written form. Mr. Clay called attention to the resumes of the new Chief of Finance and Chief of Housing Management which were distributed in the supplemental folder. The Chief of Finance will be on board August 4 and the Chief of Housing Management, August 18.

President Fussell asked for an update on labor negotiations. Mr. Clay replied that he has met with the various unions and they have agreed individually to review and comment on the scope of work for the proposed handyman position. Pursuant to the contract, the Authority has notified the unions of its intent to meet and confer to negotiate a new contract. The unions have in turn notified the Authority that they are prepared to do that. The draft contracts for each of the crafts will be completed within the next two weeks. The Personnel Committee will review the contracts and the Authority's negotiating position, then specific meeting dates can be set. Staff support is being provided by the Administrative Services Division.

Commissioner San Jule asked for an update on the CLPHA lawsuit. Mr. Clay stated that this will be discussed in Executive Session.

7. COMMITTEE REPORT:

Site and Design Committee - Commissioner Miller reported that the Committee met yesterday, July 23 and reviewed the status of 440 Turk Street (40% completed) and Plaza West projects.

8. REPORT OF COUNSEL:

The Report of Counsel has been submitted in written form.

9. TENANT REPRESENTATIVE REPORT:

None

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

(a) RESOLUTION NO. 2842

RESOLUTION OF APPRECIATION TO
MR. DONALD E. SMITH
EMPLOYEE OF THE MONTH - JULY 1986
* * * * * * * * * * * * * * * * * * * *

WHEREAS, the San Francisco Housing Authority extends it appreciation each month to an employee for outstanding job performance; and

WHEREAS, Mr. Donald E. Smith has shown a strong sense of duty to his tenants and co-workers; and

WHEREAS, Mr. Smith accepts added responsibilities without complaint and deals with owners and tenants in a fair and equitable manner;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The San Francisco Housing Authority and its Executive Director/Secretary express their appreciation and commendation to Mr. Donald E. Smith as the July 1986 Employee of the Month.

/s/ James G. Fussell
James G. Fussell, Jr.
President

/s/ Harry Chuck
Reverend Harry Chuck
Vice President

/s/ Joan San Jule
Joan San Jule, Commissioner

/s/ Betty Brooks
Betty Brooks, Commissioner

/s/ Elouise Westbrook
Elouise Westbrook, Commissioner

/s/ L. Kirk Miller
L. Kirk Miller, Commissioner

/s/ James E. Clay
James E. Clay
Secretary/Executive Director

President Fussell read aloud Resolution No. 2842 and asked Mr. Donald (Pete) Smith to come forward and receive his commendation. The audience and Commission applauded Mr. Smith, July 1986 Employee of the Month.

Commissioner Brooks moved to adopt Resolution No. 2842 and Vice President Chuck seconded the motion. Resolution No. 2842 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 2843

RESOLUTION COMMENDING THOMAS D. GHOLSON
FOR SERVICES TO
THE SAN FRANCISCO HOUSING AUTHORITY
* *

WHEREAS, Mr. Thomas D. Gholson will resign his position as Chief of Housing Management after having served the San Francisco Housing Authority for six and one-half years; and

WHEREAS, on July 28, 1986, Mr. Gholson will assume the position of Deputy Executive Director with the Peoria, Illinois Housing Authority; and

WHEREAS, Mr. Gholson did faithfully and diligently discharge his duties and responsibilities as Chief of Housing Management for this Authority; and

WHEREAS, Mr. Gholson has gained the respect of the Commission of this Authority, his fellow employees and his professional colleagues for his loyalty, efficiency and dedicated service;

NOW, THEREFORE, BE IT RESOLVED THAT THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, acting on its behalf and for the staff of this Authority, deems it proper and fitting that it hereby extends to Mr. Thomas D. Gholson its deepest appreciation for these valued services and its best wishes for his continued success.

/s/ James G. Fussell
James G. Fussell, Jr.
President

/s/ Harry Chuck
Reverend Harry Chuck
Vice President

/s/ Joan San Jule
Joan San Jule, Commissioner

/s/ Betty Brooks
Betty Brooks, Commissioner

/s/ Elouise Westbrook
Elouise Westbrook, Commissioner

/s/ L. Kirk Miller
L. Kirk Miller, Commissioner

/s/ James E. Clay
James E. Clay
Secretary/Executive Director

President Fussell read aloud Resolution No. 2843 and asked Mr. Thomas Gholson to come forward and receive his commendation. President Fussell, on behalf of the Commission, expressed his appreciation to Mr. Gholson and wished him well as he assumes the new position of Deputy Executive Director for the Peoria Housing Authority. The audience and Commission applauded Mr. Gholson.

Commissioner Brooks moved to adopt Resolution No. 2843 and Vice President Chuck seconded the motion. Resolution No. 2843 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 2844

RESOLUTION PROVIDING FOR THE WRITE-OFF OF THE UNRECONCILED BALANCE RESULTING FROM AN AUDIT OF THE AUTHORITY ACCOUNTS AND RECORDS FOR THE PERIOD ENDING SEPTEMBER 30, 1984

* *

WHEREAS, the Housing Authority entered into a Joint Venture Agreement with Ferguson, Moorehead & Company and Touche Ross & Co. dated January 3, 1984 as amended May 14, 1984 and August 22, 1985 to audit certain specified Housing Authority accounts and records for the period ending September 30, 1984; and

WHEREAS, the contractors Ferguson, Moorehead & Company and Touche Ross & Co., Joint Venture, has proceeded in accordance with the requirements of above referenced agreement; and

WHEREAS, the staff of the Housing Authority has been unable to provide certain necessary records and documentation for review by the auditors; and

WHEREAS, because of the previous outstanding audit findings and the disarray of the Authority's financial records and the lack of acceptable accounting systems; and

WHEREAS, as a result of a diligent review of all known records, the Authority has been unable to account for and reconcile an amount of $14,046,884 which related almost exclusively to the suspense account; and

WHEREAS, the Authority after extensive efforts and having exhausted all reasonable alternatives has determined that it would not be cost effective or fruitful to expend additional staff time and resources to attempt to document this balance; and

WHEREAS, it was generally accepted and known by all parties that the result of the audit would likely reveal a balance that could not be reconciled and a write-off would have to occur in order to establish a balance for future audit purposes; and

WHEREAS, the Authority staff, using generally accepted audit procedures, which have been reviewed and concurred in by the auditors, have now determined that the unreconciled balance should be recommended for write-off by the Board of Commssioners and the auditor should be instructed to submit a final report and opinion in conformance with the contract agreement;

NOW, THEREFORE, BE IT RESOLVED THAT THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The amount of $14,046,884, representing the amount that cannot be reconciled as a result of an audit of certain specified Housing Authority accounts and records for the period ending September 30, 1984 be written off.

2. The Executive Director is directed to advise the auditors of this action and request a final audit report.

3. The Executive Director is directed to forward a copy of the final audit report, along with this resolution and a request to concur in the write-off to the Department of Housing and Urban Development (HUD).

4. The Executive Director is directed to take such other actions as may be necessary to accomplish the intent of this resolution.

APPROVED AS TO FORM:

_____
Legal Counsel

Date: _____

A brief discussion followed and Mr. Clay answered questions raised by the Commissioners. He explained that the $14 million write off is a paper balance and the Authority has reached a point where it would not be cost effective to go back and try to figure out how the books arrived at that figure. Commissioner Miller asked what is the next step. Mr. Clay replied that the auditors will be advised that the Commission has written it off the books. The auditors will come in and do a final review and issue a report. The report and this resolution will be forwarded to HUD. HUD will make a determination as to whether or not they accept the report of the auditors and accept the action of the Commission. Assuming that HUD accepts it, this would mean the books are balanced at the amount that is determined can be documented and justified and $14 million is no longer a liability. The Authority can then proceed to contract for an audit starting from the balance that has been determined.

Mr. Clay requested a change in the wording in the 6th Whereas clause "allowances" should read "alternatives." Vice President Chuck moved to adopt Resolution No. 2844 and Commissioner San Jule seconded the motion. Resolution No. 2844 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 2845

RESOLUTION AFFIRMING THE COMMITMENT OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION TO THE IMPLEMENTATION OF CONSULTANT RECOMMENDATIONS TO RESOLVE MANAGEMENT AND OPERATIONAL SERVICES

* *

WHEREAS, the Authority is experiencing critical management and operational problems associated with the automation of its maintenance and inventory control systems, the standardization of its bidding and contracting processes, and the training of its supervisory and management personnel; and

WHEREAS, the Department of Housing and Urban Development has designated the Authority a "troubled housing authority"; and

WHEREAS, in an effort to assist this and other troubled housing authorities, the U. S. Department of Housing and Urban Development informed the Authority, on May 6, 1986, of its willingness to provide, at no cost to the Authority, the services of highly qualified independent consultants of the aforementioned management and operational problems; and

WHEREAS, the recommendations of the consultants may substantially improve the management and operations of the Authority;

NOW, THEREFORE, BE IT RESOLVED, BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Commission affirms its commitment to cooperate fully with the consultants in the development of detailed recommendations for the resolution of the aforementioned management and operational problems;

2. The Commission affirms its commitment to the implementation of those consultant recommendations which are relevant to the resolution of the aforementioned management and operational problems;

3. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

_____

Geraldine L. Chavis
Legal Counsel

_____

Date

President Fussell stated that adopting this resolution is a prerequisite to obtaining the funds for consulting services.

Vice President Chuck moved to adopt Resolution No. 2845 and Commissioner San Jule seconded the motion. Resolution No. 2845 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO. 2846

RESOLUTION AUTHORIZING THE PURCHASE
OF SIX (6) MOTOR VEHICLES
* * * * * * * * * * * * * * * * * * *

WHEREAS, HUD determined that the Authority had been underpaid in the amount of $262,355 as a result of completed adjustments of the Performance Funding System (PFS) for fiscal years 1984 and 1985; and

WHEREAS, on July 11, 1986, HUD approved the release of funds totalling $62,000.00 to replace six (6) vehicles within the Authority's motor vehicle fleet; and

WHEREAS, the Procurement Services Department has identified those vehicles with the highest mileage to be vehicle fleet Nos. 277, 283, 302, 315, 316; and

WHEREAS, the Facilities Management Division, together with the Procurement Services Department, has reviewed the Authority's vehicle requirement and the determination has been made to purchase two (2) one-ton flat-bed trucks, and four (4) 3/4-ton pick-up trucks;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to purchase six (6) motor vehicles, as outlined above, in the not-to-exceed amount of $62,000.00

APPROVED AS TO FORM:

_____
Legal Counsel

Date _____

Vice President Chuck moved to adopt Resolution No. 2846 and Commissioner San Jule seconded the motion. Resolution No. 2846 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION NO. 2847

RESOLUTION AUTHORIZING THE SECTION 8 DEPARTMENT TO PLACE AN APPLICATION FOR UNITS UNDER THE SECTION 8 MODERATE REHABILITATION PROGRAM

* *

WHEREAS, the approved Housing Assistance Plan for the City and county of San Francisco includes the need to provide additional housing for low and very-low income families by subsidizing the rental of existing standard units in the City and County of San Francisco by means provided under the Section 8 Programs administered by the Department of Housing and Urban Development (HUD): and

WHEREAS, the San Francisco Housing Authority has been invited by HUD to apply for 145 units under the Section 8 Moderate Rehabilitation Program; and

WHEREAS, the Executive Director of the San Francisco Housing Authority designated the Section 8 Department as the department responsible for administering the Section 8 Moderate Rehabilitation program;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO AS FOLLOWS:

1. The Section 8 Department of the San Francisco Housing Authority is hereby authorized to submit an application to the Department of Housing and Urban Development for Section 8 Moderate Rehabilitation units.

2. That this Resolution shall become effective immediately.

3. That should any conflict arise between this Resolution and any other Resolution of the Authority heretofore adopted and not in force and effect, this Resolution shall prevail to the extent of such conflict.

APPROVED AS TO FORM:

_____
Legal Counsel

Date _____

Vice President Chuck moved to adopt Resolution No. 2847 and Commissioner San Jule seconded the motion. Resolution No. 2847 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION NO. 2848

RESOLUTION APPROVING SUPERSEDING
PART I AND PART II OF SECTION 8 CERTIFICATE PROGRAM
ANNUAL CONTRIBUTIONS CONTRACT NO. SF-618
AND AUTHORIZING EXECUTION
* *

WHEREAS, the Housing Authority of the City and County of San Francisco ("PHA") entered into a Section 8 Annual Contributions Contract ("ACC") on December 23, 1975, as amended, with the United States of America ("Government");

WHEREAS, the Section 8 ACC must now be revised so that it will consist of the following counterparts;

(a) Part I of the ACC, HUD-5250B (June 1985), applicable to the Section 8 Existing Housing Certificate Program

(b) Part II of the ACC, HUD-52530E (June 1985), applicable to the Section 8 Existing Housing Certificate Program and Section 8 Existing Housing Voucher Program

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. The superseding Part I Section 8 ACC and the new Part II of the ACC for the Housing Certificate Program and the Housing Voucher Program are hereby approved and accepted. The President or Vice President is hereby authorized and directed to execute the counterparts of the ACC on behalf of the PHA, and the Secretary is hereby authorized to impress the official seal of the PHA on each such counterpart and to forward such executed counterparts to the Goverment together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

2. This resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Legal Counsel

Date _____

Vice President Chuck moved to adopt Resolution No. 2848 and Commissioner San Jule seconded the motion. Resolution No. 2848 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION NO. 2849

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND THE DE LA FUENTE ENGINEERING GROUP FOR REQUIRED ENGINEERING FOR THE REPLACEMENT OF BERNAL DWELLINGS AND POTRERO ANNEX SITE GAS LINES

* *

WHEREAS, the exterior gas distribution systems at the Bernal Dwellings and Potrero Housing Projects are in poor condition and in need of replacement; and

WHEREAS, the Department of Housing and Urban Development has allocated funds for the replacement of these systems in the Authority's CA-1-909 Comprehensive Improvement Assistance Program Budget; and

WHEREAS, a mechanical engineering firm is required to assist Authority staff in the design and development of construction documents for this work; and

WHEREAS, Authority staff has recently contacted 23 firms regarding such work and after a review of their qualifications, experience and availability recommends the De La Fuente Engineering Group as the appropriate firm for this work; and

WHEREAS, the De La Fuente Engineering Group has agreed to provide the required engineering services for the following fee:

Bernal Dwellings	$10,320
Potrero Annex	$13,460
Total Fee	$23,780

WHEREAS, HUD has provided funds for such engineering in the CA-1-909 Budget,

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director be and he is authorized to execute an Agreement with the De La Fuente Engineering Group to provide required engineering for the replacement of site gas lines at Bernal Dwellings and Potrero Annex for a price of $23,780.

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
Geraldine Chavis
Legal Counsel

Date _____

Commissioner Brooks moved to adopt Resolution No. 2849 and Commissioner San Jule seconded the motion. Resolution No. 2849 was UNANIMOUSLY ADOPTED.

(i) RESOLUTION NO. 2850

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND S. J. ENGINEERING FOR REQUIRED ENGINEERING FOR THE REPLACEMENT OF THE NORTH BEACH SITE GAS LINES

* *

WHEREAS, the exterior gas distribution system at the North Beach Housing Project is in poor condition and in need of replacement; and

WHEREAS, the Department of Housing and Urban Development has allocated funds for the replacement of this system in the Authority's CA-1-909 Comprehensive Improvement Assistance Program Budget; and

WHEREAS, a mechanical engineering firm is required to assist Authority staff in the design and development of construction documents for this work; and

WHEREAS, Authority staff has recently contacted 23 firms regarding such work and after a review of their qualifications, experience and availability recommends S. J. Engineers as the appropriate firm for this work; and

WHEREAS, S. J. Engineers has agreed to provide the required engineering services for a fee of $7,500.00; and

WHEREAS, HUD has provided funds for such engineering in the CA-1-909 Budget;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director be and he is authorized to execute an Agreement with S. J. Engineers to provide required engineering for the replacement of site gas lines at North Beach for a price of $7,500.00.

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
Geraldine Chavis
Legal Counsel

Date _____

(j) RESOLUTION NO. 2851

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND FILORO CORPORATION/K.M. ENGINEERING FOR REQUIRED ENGINEERING FOR THE REPLACEMENT OF THE HAYES VALLEY SITE GAS LINES

* *

WHEREAS, the exterior gas distribution system at the Hayes Valley Housing Project is in poor condition and in need of replacement; and

WHEREAS, the Department of Housing and Urban Development has allocated funds for the replacement of this system in the Authority's CA-1-909 Comprehensive Improvement Assistance Program Budget; and

WHEREAS, a mechanical engineering firm is required to assist Authority staff in the design and development of construction documents for this work; and

WHEREAS, Authority staff has recently contacted 23 firms regarding such work and after a review of their qualifications, experience and availability recommends Filoro Corporation/ K.M. Engineering as the appropriate firm for this work; and

WHEREAS, Filoro Corporation/K.M. Engineering has agreed to provide the required engineering services for a fee of $15,000; and

WHEREAS, HUD has provided funds for such engineering in the CA-1-909 Budget;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director be and he is authorized to execute an Agreement with Filoro Corporation/K.M. Engineering to provide required engineering for the replacement of site gas lines at Hayes Valley for a price of $15,000.

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
Geraldine Chavis
Legal Counsel

Date _____

Commissioner Brooks moved to adopt Resolutions No. 2850 and No. 2851 and Commissioner San Jule seconded the motion. Resolutions No. 2850 and No. 2851 were UNANIMOUSLY ADOPTED.

(k) RESOLUTION NO. 2852

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR THE PERFORMANCE OF A CLASSIFICATION AND COMPENSATION STUDY OF ALL MANAGEMENT, ADMINISTRATIVE CLERICAL, PROFESSIONAL AND TECHNICAL POSITIONS

* *

WHEREAS, a comprehensive study of the employee classification and compensation systems of the Authority was last performed in 1981; and

WHEREAS, the current employee classification and compensation systems do not accurately reflect the reorganized structure and current operational realities of the Authority; and

WHEREAS, the Authority solicited proposals from seven (7) firms which specialize in the performance of employee classification and compensation studies; and

WHEREAS, Hay Management Consultants and Ralph Andersen and Associates submitted proposals in response to the Authority's solicitation; and

WHEREAS, after careful analysis, it has been determined that the proposal submitted by Ralph Andersen and Associates represents the most cost-efficient response to the Authority's solicitation.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to award a contract to Ralph Andersen and Associates for the performance of a comprehensive classification and compensation study of all Authority management, administrative, clerical, professional and technical positions at a cost not to exceed $22,165.00; and

2. This Resolution shall take effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis, Counsel

Date: _____

Commissioner San Jule moved to adopt Resolution No. 2852 and Commissioner Brooks seconded the motion. Resolution No. 2852 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of July 24, 1986 was adjourned at 4:50 p.m.

_____
JAMES G. FUSSELL, JR., President

James E. Clay
_____
JAMES E. CLAY
Executive Director/Secretary

SAN FRANCISCO HOUSING AUTHORITY

1815 EGBERT AVENUE • SAN FRANCISCO, CALIFORNIA 94124 • TELEPHONE (415) 468-3800

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8/14/86

Dianne Feinstein, *Mayor*
James G. Fussell, Jr., *President*
Reverend Harry Chuck, *Vice President*
Joan M. San Jule, *Commissioner*
Betty Brooks, *Commissioner*
Elouise Westbrook, *Commissioner*
James McNamara, *Commissioner*
L. Kirk Miller, *Commissioner*

James E. Clay, *Executive Director/Secretary*

AUGUST 11, 1986

P U B L I C N O T I C E

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, AUGUST 14, 1986 AT 1815 EGBERT AVENUE, SAN FRANCISCO, CALIFORNIA.

James E. Clay
JAMES E. CLAY
SECRETARY/EXECUTIVE DIRECTOR

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'REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, AUGUST 14, 1986 AT 4:00 P.M., 1815 EGBERT AVENUE, SAN FRANCISCO, CALIF.

T E N T A T I V E A G E N D A
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1. ROLL CALL:

James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President
Joan M. San Jule, Commissioner
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
L. Kirk Miller, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORTS:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

(a) Resolution - Commending Dorothy Segale on the Occasion of Her Retirement

(b) Resolution - Commending Bernice E. Bundesen on the Occasion of Her Retirement

(c) Resolution - Authorizing the Executive Director to Execute a Contract Between the San Francisco Housing Authority and Techonics for Required Consulting for the Replacement of Hunters View, Cal 1-18(3), and Westbrook Apartments, (Cal.1-9, Roof Coverings

(d) Resolution - Authorizing the Executive Director to Execute a Contract Between the San Francisco Housing Authority and Thoroughbred Systems, Inc., for required Consulting for the Replacement of Clementina Towers, Cal. 1-21 and Mission Dolores, Cal.1-18(3) Roof Coverings

11. NEW BUSINESS: (continued)

(e) Resolution - Authorizing the Executive Director to Execute a Contract Between the San Francisco Housing Authority and Applied Roofing Technology for Required Consulting for the Replacement of Hayes Valley (Cal. 1-18(7) Roof Coverings

(f) Resolution - Authorizing the Award of Term Contracts for the Purchase of Electrical Lamps, Fixtures and Allied Supplies to Support Maintenance Requirements for an 18 Month Period.

(g) Resolution - Settlement Agreement in S. J. Amoroso Construction Company, Inc./Verrett Construction Company, a Joint Venture vs. Housing Authority of the City and County of San Francisco.

12. ADJOURNMENT:

James E. Clay
Secretary/Executive Director

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held: [MINUTES] 1815 Egbert Avenue
Thursday, August 14, 1986 San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 1815 Egbert Avenue, San Francisco, California on Thursday, August 14, 1986 at 4:00 a.m.

1. ROLL CALL:

The meeting was called to order by President Fussell at 4:05 p.m.

Roll Call found the following members to be:

PRESENT: James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President
Joan San Jule, Commissioner
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
L. Kirk Miller, Commissioner

A quorum was present.

ALSO PRESENT: James E. Clay, Executive Director
Geraldine Chavis, Legal Counsel

2. VISITORS:

Dollie Smith
Christine Neal

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3. APPROVAL OF AGENDA:

Mr. Clay requested an addition to the agenda under new business: Resolution Authorizing the Purchase of a Standard Interior Paint and Paint Primer. Commissioner Westbrook moved to approve the agenda of August 14, 1986, as amended, and Commissioner Brooks seconded the motion. The amended agenda of August 14, 1986 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Brooks moved to approve the minutes of July 24, 1986 and Commissioner Westbrook seconded the motion. The minutes of July 24, 1986 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None

6. REPORT OF SECRETARY:

The Report of Secretary has been submitted in written form. Mr. Clay also called attention to the following matters: a) The CLPHA lawsuit is about to be settled. It will be necessary for the Executive Director to travel to Washington D.C. b) Mr. Clay and Commissioner Brooks are serving on the Task Force on the Aging. The Authority will be hosting their next meeting. c) Mr. Clay introduced the new Chief of Finance, Mr. John J. Hunt.

7. COMMITTEE REPORT:

Commissioner Miller stated that the Site and Design Committee did not meet but he did have the opportunity to visit the 440 Turk Street site. The building is about 50% completed.

8. REPORT OF COUNSEL:

The Report of Secretary has been submitted in written form.

9. TENANT REPRESENTATIVE REPORT:

The Report of PHTA Activities has been submitted. PHTA has had their elections and the new president is Ms. Dollie Smith of Westbrook Apartments. The Commission congratulated Ms. Smith.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

(a) RESOLUTION NO. 2853

RESOLUTION COMMENDING DOROTHY F. SEGALE
ON THE OCCASION OF HER RETIREMENT
* *

WHEREAS, Dorothy F. Segale on August 29, 1986 will retire as Principal Clerk after having served with this Authority for 45 years; and

WHEREAS, Ms. Segale was initially employed on November 5, 1941, as a PBX Receptionist and over the years progressed through many classifications; and

WHEREAS, during her career in public housing, Ms. Segale diligently performed her duties and was dedicated in her steadfastness and reliability;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

That this Commission extends to Dorothy F. Segale its appreciation for long and faithful service and extends its best wishes for a very happy retirement.

/s/ James G. Fussell, Jr.
James G. Fussell, Jr.
President

/s/ Reverend Harry Chuck
Reverend Harry Chuck
Vice President

/s/ Joan San Jule
Joan San Jule, Commissioner

/s/ Betty Brooks
Betty Brooks, Commissioner

/s/ Elouise Westbrook
Elouise Westbrook, Commissioner

/s/ L. Kirk Miller
L. Kirk Miller, Commissioner

/s/ James E. Clay
James E. Clay
Secretary/Executive Director

President Fussell read aloud Resolution No. 2853 commending Ms. Dorothy Segale upon her retirement from the Authority after 45 years of service. Commissioner Westbrook presented a plaque and the resolution to Ms. Segale. The Commission and audience applauded Ms. Segale and thanked her for her many years of service.

(b) RESOLUTION NO. 2854

RESOLUTION COMMENDING BERNICE E. BUNDESEN
ON THE OCCASION OF HER RETIREMENT
* *

WHEREAS, Bernice E. Bundesen on August 29, 1986 will retire as Secretary II after having served with this Authority for 25 years; and

WHEREAS, during her tenure with the San Francisco Housing Authority Ms. Bundesen has faithfully performed her duties and continually displayed a diligence to detail and loyalty to purpose that made her efforts outstanding;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

That this Commission extends to Bernice E. Bundesen its appreciation for long and faithful service and extends its best wishes for a very happy retirement.

/s/ James G. Fussell, Jr.
James G. Fussell, Jr.
President

/s/ Reverend Harry Chuck
Reverend Harry Chuck
Vice President

/s/ Joan San Jule
Joan San Jule, Commissioner

/s/ Betty Brooks
Betty Brooks, Commissioner

/s/ Elouise Westbrook
Elouise Westbrook, Commissioner

/s/ L. Kirk Miller
L. Kirk Miller, Commissioner

/s/ James E. Clay
James E. Clay
Secretary/Executive Director

President Fussell read aloud Resolution No. 2854 commending Ms. Bernice (Liz) Bundesen upon her retirement from the Authority after 25 years of years. Commissioner San Jule presented a plague and the resolution to Ms. Bundesen. The audience and Commission applauded Ms. Bundesen and wished her a happy retirement.

(c) RESOLUTION NO. 2855

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT BETWEEN THE SAN FRANCISCO HOUSNG AUTHORITY AND TECTONICS FOR REQUIRED CONSULTING FOR THE REPLACEMENT OF HUNTERS VIEW, CAL 1-18(3), AND WESTBROOK APARTMENTS, CAL 1-9, ROOF COVERINGS

* ** * * * * * * * * * * * *

WHEREAS, the roof coverings at the Hunters View and Westbrook Apartments Housing Projects, are in poor condition and in need of replacement; and

WHEREAS, the Department of Housing and Urban Development has allocated funds for the replacement of these roofs in the Authority's CA-1-909 Comprehensive Improvement Assistance Program Budget; and

WHEREAS, a roofing consulting firm is required to assist Authority staff in the design and development of roof covering replacement construction documents for this work; and

WHEREAS, Authority staff has contacted six (6) firms regarding this work and after a review of their qualifications, experience and availability recommends the Tectonics, as the appropriate firm for this work; and

WHEREAS, Tectonics has agreed to provide the required consulting services for the following fees:

Hunters View	$6,472.00
Westbrook Apartments	$5,593.00

WHEREAS, HUD has provided funds for such consulting in the CA-1-909 Budget;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director be and and he is authorized to execute an agreement with Tectonics to provide required consulting for the replacement of roof covering at the Hunters View and Westbrook Apartment facilities for the following fees:

Hunters View	$6,472.00
Westbrook Apartments	$5,593.00

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
GERALDINE CHAVIS
Legal Counsel

_____
Date

Vice President Chuck moved to adopt Resolution No. 2855 and Commissioner Brooks seconded the motion. Resolution No. 2855 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 2856

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND THOROUGHBRED SYSTEMS, INC. FOR REQUIRED CONSULTING FOR THE REPLACEMENT OF CLEMENTINA TOWERS, CAL 1-21 AND MISSION DOLORES, CAL 1-18(13) ROOF COVERINGS

* *

WHEREAS, the roof coverings at the Clementina Towers and Mission Dolores Housing Projects are in poor condition and in need of replacement; and

WHEREAS, the Department of Housing and Urban Development has allocated funds for the replacement of the Clementina roof in the Authority's CA-1-909 Comprehensive Improvement Assistance Program Budget and has indicated that they will approve funding for the replacement of the Mission Dolores roof in the Authority's CA-1-912 Budget; and

WHEREAS, a roofing consulting firm is required to assist Authority staff in the design and development of construction documents for this work; and

WHEREAS, Authority staff has contacted six (6) firms regarding this work and after a review of their qualifications, experience and availability recommends the Thoroughbred Systems, Inc., as the appropriate firm for this work.

WHEREAS, Thoroughbred Systems, Inc., has agreed to provide the required consulting services for the following fees:

Clementina Towers	$5,140.00
Mission Dolores	$3,890.00

WHEREAS, HUD has provided funds for such engineering in the CA-1-909 and CA-1-910 Budgets;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director be and he is authorized to execute an agreement with the Thoroughbred Systems, Inc. to provide required consulting for the replacement of roof coverings at Clementina Towers and Mission Dolores for the following fees:

Mission Dolores	$3,890.00
Clementina Towers	$5,140.00

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
GERALDINE CHAVIS
Legal Counsel

_____
Date

Commissioner Westbrook moved to adopt Resolution No. 2856 and Commissioner San Jule seconded the motion. Resolution No. 2856 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO. 2857

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND APPLIED ROOFING TECHNOLOGY FOR REQUIRED CONSULTING FOR THE REPLACEMENT OF HAYES VALLEY, CAL 1-18(7) ROOF COVERINGS

* *

WHEREAS, the roof coverings at the Hayes Valley Housing Project are in poor condition and in need of replacement; and

WHEREAS, the Department of Housing and Urban Development has allocated funds for the replacement of these roofs in the Authority's CA-1-909 Comprehensive Improvement Assistance Program Budget; and

WHEREAS, a roofing consulting firm is required to assist Authority staff in the design and development of construction documents for this work; and

WHEREAS, Authority staff has contacted six (6) firms regarding this work and after a review of their qualifications, experience and availability recommends Applied Roofing Technology, as the appropriate firm for this work; and

WHEREAS, Applied Roofing Technology has agreed to provide the required consulting services for a fee of $11,720; and

WHEREAS, HUD has provided funds for such consulting in the CA-1-909 Budget;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director be and he is authorized to execute an agreement with Applied Roofing Technology to provide required consulting for the replacement of roof coverings at the Hayes Valley Housing Complex for a fee of $11,720.

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
GERALDINE CHAVIS
Legal Counsel

_____
Date

Commissioner Westbrook moved to adopt Resolution No. 2857 and Vice President Chuck seconded the motion. Resolution No. 2857 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION NO. 2858

RESOLUTION AUTHORIZING THE AWARD OF TERM CONTRACTS FOR THE PURCHASE OF ELECTRICAL LAMPS, FIXTURES AND ALLIED SUPPLIES TO SUPPORT MAINTENANCE REQUIREMENTS FOR AN 18 MONTH PERIOD

* *

WHEREAS, the Authority stocks electrical lamps, fixtures and allied supplies to support maintenance requirements in the procurement warehouse; and

WHEREAS, 23 items in this class have been identified as high-volume and fast-moving items; and

WHEREAS, bid solicitations have been mailed to and received from qualified manufacturers and distributors, and these bid responses have been reviewed and evaluated by the Procurement Services staff; and

WHEREAS, the base bid prices represent the price of the lowest responsible bidders;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to award term contracts for an 18 month period to the following companies in the amounts indicated:

CITY ELECTRIC SUPPLY COMPANY (20 line items)	$25,199.41
PEERLITE MANUFACTURING AND SUPPLY COMPANY (3 line items)	$23,626.41

APPROVED AS TO FORM:

_____
GERALDINE CHAVIS
Legal Counsel

_____
Date

Commissioner Westbrook moved to adopt Resolution No. 2858 and Commissioner Miller seconded the motion. Resolution No. 2858 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION NO. 2859

RESOLUTION AUTHORIZING A SETTLEMENT OF AN ACTION KNOWN AS S.J. AMOROSO CONSTRUCTION COMPANY, INC./ VERRETT CONSTRUCTION COMPANY, a joint venture vs. HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO, et al., CIVIL ACTION NO. 845 685

****

WHEREAS, there is presently pending in the Superior Court of the State of California, City and County of San Francisco, an action which is known as S.J. Amoroso vs. Housing Authority of the City and County of San Francisco, et al., Civil Action No. 845 685; and

WHEREAS, to avoid further protracted litigation and to facilitate the resolution of the matters in controversy the plaintiffs in the action, S.J. Amoroso Construction Company, Inc./Verrett Construction Company, a joint venture (Plaintiffs) and the defendants, the Housing Authority of the City and County of San Francisco (Defendants) have proposed a settlement agreement; and

WHEREAS, it is recognized that it would cost the San Francisco Housing Authority a substantial sum of money and amount of staff time to continue the defense of this litigation through trial; and

WHEREAS, substantial legal fees and staff time could be saved by entering into a Stipulation for Entry of Judgment and Settlement Agreement; and

WHEREAS, representatives of the San Francisco Housing Authority have negotiated in good faith a Settlement Agreement with Plaintiff which amounts to a fair and reasonable resolution of the issues of the lawsuit; and

WHEREAS, by entering into the Settlement Agreement, Defendants would in no way admit that any of the claims of the lawsuit are valid and would specifically declare that said Settlement Agreement is not to be construed as an admission of any liability, wrongdoing or failure on the part of any Defendant;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

The Board of Commissioners of the San Francisco Housing Authority hereby authorizes James E. Clay, Executive Director, and its attorneys, to enter into a Settlement Agreement with Plaintiff in San Francisco Superior Court Action No. 845 685.

APPROVED AS TO FORM:

_____

GERALDINE L. CHAVIS
Legal Counsel

DATE: _____, 1986.

Vice President Chuck moved to adopt Resolution No. 2859 and Commissioner Miller seconded the motion. Resolution No. 2859 was UNANIMOUSLY ADOPTED.

(h) RESOLUTION NO. 2860

RESOLUTION AUTHORIZING THE PURCHASE OF A STANDARD INTERIOR PAINT AND PAINT PRIMER
* *

WHEREAS, the Facilities Management Division staff has identified and selected a standard paint and paint primer which is to be used for interior painting of all units of tenant dwellings; and

WHEREAS, the type and color selected were based on factors of

- Quality of coverability,
- Ease in cleaning,
- One (1) coat coverability versus two (2) coat coverability,
- The pleasing sheen and lack of glare on the eyes,
- Ability of color to integrate with almost all household furnishings; and

WHEREAS, the type selected is manufactured by Kelly Moore, and is identified as 1640 eggshell enamel, with a bone white color; and

WHEREAS, use of the above product will reduce the use of six (6) line items of paint which are currently used in the interior painting of tenant dwellings; and

WHEREAS, funds are available to purchase the above product in quantities indicated below;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to purchase the following paint products in support of a paint standardization program:

Paint, enamel, Kelly Moore #1640 eggshell, color: bone white, 432 pails	$ 20,106.00
Primer, paint, Sinclair #975, color: white, 432 pails.	22,521.00
Total	$ 42,627.00

APPROVED AS TO FORM:

_____
GERALDINE L. CHAVIS
Legal Counsel

DATE: _____, 1986

Commissioner San Jule moved to adopt Resolution No. 2860 and Vice President Chuck seconded the motion. Resolution No. 2860 was UNANIMOUSLY ADOPTED.

Travel to Washington D.C. - Commissioner Westbrook moved to authorize travel of the Executive Director to Washington, D.C. to attend to the settlement of the CLPHA lawsuit and assure that the San Francisco Housing Authority receive its fair share. Commissioner San Jule seconded the motion. The motion was UNANIMOUSLY ADOPTED.

VISITORS: Mr. Clay called on the following visitors: Christine Neal, Alice Griffith and Dollie Smith, Westbrook Apartments. Because PHTA does not have a van at the present time, Mr. Clay will rent a van for their use for the next two Commission meetings. Dollie Smith, president, will provide the name of the driver.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of August 14, 1986 was adjourned at 4:40 p.m. Following the regular Commission meeting, the Commission went into Executive Session to discuss personnel matters.

JAMES G. FUSSELL, JR., President

James E. Clay

JAMES E. CLAY
Executive Director/Secretary

SAN FRANCISCO HOUSING AUTHORITY

1815 EGBERT AVENUE • SAN FRANCISCO, CALIFORNIA 94124 • TELEPHONE (415) 468-3800

Dianne Feinstein, *Mayor*
James G. Fussell, Jr., *President*
Reverend Harry Chuck, *Vice President*
Joan M. San Jule, *Commissioner*
Preston Cook, *Commissioner*
Betty Brooks, *Commissioner*
Elouise Westbrook, *Commissioner*
James McNamara, *Commissioner*

AUGUST 25, 1986

P U B L I C N O T I C E

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, AUGUST 28, 1986 AT 1815 EGBERT AVENUE, SAN FRANCISCO, CALIFORNIA.

James E. Clay

JAMES E. CLAY
SECRETARY/EXECUTIVE DIRECTOR

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, AUGUST 28, 1986 AT 4:00 P.M., 1815 EGBERT AVENUE, SAN FRANCISCO, CALIF.

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * *

1. ROLL CALL:

James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President
Joan M. San Jule, Commissioner
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
L. Kirk Miller, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORTS:

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8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

(a) Resolution - Commending Helen Louie on the Occasion of Her Retirement from the San Francisco Housing Authority

(b) Resolution - Authorizing Travel to Washington, D.C., September 11-13, 1986 to Attend a Meeting of the Council of Large Public Housing Authorities

(c) Resolution - Authorizing the Executive Director to Execute a Contract Between the San Francisco Housing Authority and Takahashi Consulting Engineers, Inc., for Required Engineering for the Up-grading of the Interior Electrical System at Sunnydale Development, Cal. 1-3

(d) Resolution - Approving Change Orders to the Construction Contract for the Water System Replacement at Sunnydale Housing Development, Cal. 1-3

11. NEW BUSINESS: (Continued)

(e) Resolution - Approving Change Orders to the Construction Contract to Provide Additional Hose Bibbs for the Water System Replacement at Sunnydale Housing Project, Cal 1-3

(f) Resolution - Authorizing the Executive Director to Execute a Contract Between the San Francisco Housing Authority and E. Mitchell, Inc., for the Construction of an Automatic Fire Sprinkler System for Highrise Building Located at 3131-26th Street, Bernal Dwellings, Cal. 1-5

(g) Resolution - Authorizing the Extension of an Agreement between the Housing Authority of the City and County of San Francisco and the City and County of San Francisco Pursuant to Ordinance No. 167-85 of the Board of Supervisors

(h) Resolution - Designating the Yerba Buena Plaza West Development as the Robert B. Pitts Housing Development

12. ADJOURNMENT:

James E. Clay
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

August 28, 1986

The minutes for this meeting are missing

I. Kirk Miller, Commissioner

SAN FRANCISCO HOUSING AUTHORITY

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James G. Fussell, Jr., *President*
Reverend Harry Chuck, *Vice President*
Joan M. San Jule, *Commissioner*
Preston Cook, *Commissioner*
Betty Brooks, *Commissioner*
Elouise Westbrook, *Commissioner*
James McNamara, *Commissioner*

James E. Clay, *Executive Director/Secretary*

SEPTEMBER 10, 1986

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P U B L I C N O T I C E

THE REGULARLY SCHEDULED MEETING OF THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, SEPTMBER 11, 1986 AT 1815 EGBERT STREET, SAN FRANCISCO, CALIFORNIA.

James E. Clay

JAMES E. CLAY
Secretary/Executive Director

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, SEPTEMBER 11, 1986 4:00 P.M., 1815 EGBERT AVENUE, SAN FRANCISCO CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * * * * *

1. ROLL CALL:

   James G. Fussell, Jr., President
   Reverend Harry Chuck, Vice President
   Joan M. San Jule, Commissioner
   Betty Brooks, Commissioner
   Elouise Westbrook, Commissioner
   L. Kirk Miller, Commissioner

2. VISITORS:

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3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - Authorizing the Executive Director to Place an Application for Section 8 Vouchers

   (b) Resolution - Authorizing Modification No. 3 to the Contract Between the Housing Authority of the City and County of San Francisco and Ferguson, Moorehead & Company and Touche Ross & Company for Audit of the Accounts and Records of the San Francisco Housing Authority

   (c) Resolution - Authorizing Travel by Commissioner Elouise Westbrook to Chicago, Illinois, September 28-October 1, 1986 to Attend NAHRO's 1986 National Convention and Exhibition

   (d) Resolution - Authorizing Award of a Contract for the Rehabilitation of Twenty Two (22) Vacant Units at Potrero Terrace, Cal 1-2(5)

   (e) Resolution - Authorizing Award of a Contract for the Rehabilitation of Eighteen (18) Vacant Units at Alice Griffith, Cal 1-18(7)

12. ADJOURNMENT:

James E. Clay

JAMES E. CLAY
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, September 11, 1986

1815 Egbert Avenue
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 1815 Egbert Avenue, San Francisco, California on Thursday, September 11, 1986 at 4:00 a.m.

1. ROLL CALL:

The meeting was called to order by President Fussell at 4:00 p.m.

Roll Call found the following members to be:

PRESENT: James G. Fussell, Jr., President
Joan San Jule, Commissioner
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
L. Kirk Miller, Commissioner

ABSENT: Reverend Harry Chuck, Vice President

A quorum was present.

ALSO PRESENT: Geraldine Chavis, Legal Counsel

Counsel Geraldine Chavis served as Acting Secretary for the meeting.

2. VISITORS:

3. APPROVAL OF AGENDA:

Commissioner Brooks moved to approve the agenda of September 11, 1986 and Commissioner San Jule seconded the motion. The agenda of September 11, 1986 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner San Jule moved to approve the minutes of August 28, 1986 and Commissioner Brooks seconded the motion. The minutes of August 28, 1986 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None

6. REPORT OF SECRETARY:

The Report of Secretary has been submitted in written form.

7. COMMITTEE REPORT:

None

8. REPORT OF COUNSEL:

None.

9. TENANT REPRESENTATIVE REPORT:

The Report of PHTA Activities has been submitted in written form by Dollie Smith, President of PHTA.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

(a) RESOLUTION NO. 2869

RESOLUTION AUTHORIZING THE
EXECUTIVE DIRECTOR TO PLACE AN APPLICATION
FOR SECTION 8 HOUSING VOUCHERS
* *

WHEREAS, the approved Housing Assistance Plan for the City and County of San Francisco includes the need to provide additional housing for low and very low income families by subsidizing the rental of existing standard units in the City and County of San Francisco by means provided under the Section 8 programs administered by the Department of Housing and Urban Development (HUD); and

WHEREAS, the San Francisco Housing Authority has been notified by HUD that 122 Section 8 Housing Vouchers have been made available in support of the City's Rental Rehabilitation Program;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO AS FOLLOWS:

1. The Executive Director of the San Francisco Housing Authority is hereby authorized to submit an application to HUD for Section 8 Housing Vouchers in support of the Rental Rehabilitation Program.

2. That this Resolution shall become effective immediately.

3. That should any conflict arise between this Resolution and any other resolution of the Authority heretofore adopted and not in force and effect, this Resolution shall prevail to the extent of such conflict.

APPROVED AS TO FORM:

_____
Counsel

Date: _____

Commissioner Westbrook moved to adopt Resolution No. 2869 and Commissioner Brooks seconded the motion. Resolution No. 2869 was UNANIMOUSLY ADOPTED.

RESOLUTION NO. 2870

RESOLUTION AUTHORIZING MODIFICATION NO. 3 TO THE CONTRACT BETWEEN THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO AND FERGUSON, MOOREHEAD & COMPANY AND TOUCHE ROSS & COMPANY FOR AUDIT OF THE ACCOUNTS AND RECORDS OF THE SAN FRANCISCO HOUSING AUTHORITY

* *

WHEREAS, the Housing Authority of the City and County of San Francisco (hereinafter referred to as "Housing Authority") and Ferguson, Moorehead & Company and Touche Ross & Company, Joint Venture (hereinafter referred to as "Contractor") have entered into a Contract dated January 3., 1984, as modified on 5/14/84 and 8/22/85; and

WHEREAS, the parties desire to further modify this Contract;

NOW, THEREFORE BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

That the Third Modification of Contract between the Housing Authority and the Contractor be approved in substantially the form attached hereto; and

That the Executive Director be, and he is hereby authorized to execute said Third Modification of Contract.

/Attachment

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

President Fussell noted that this item went before the Finance Committee. Commissioner Westbrook moved to adopt Resolution No. 2870 and Commissioner San Jule seconded the motion. Resolution No. 2870 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 2870

RESOLUTION AUTHORIZING TRAVEL BY
COMMISSIONER ELOUISE WESTBROOK TO CHICAGO,
ILLINOIS, SEPTEMBER 28-OCTOBER 1, 1986
TO ATTEND NAHRO'S 1986 NATIONAL
CONVENTION AND EXHIBITION
* *

WHEREAS, the National Association of Housing and Redevelopment Officials (NAHRO) is holding its National Convention in Chicago, Illinois, September 28 - October 1, 1986; and

WHEREAS, the San Francisco Housing Authority is a member of NAHRO; and

WHEREAS, the workshops will deal in matters of interest and relevancy to the programs of the San Francisco Housing Authority; and

WHEREAS, this Authority deems that attendance by Commissioner Elouise Westbrook at NAHRO's National Convention is important and essential to the Authority's conduct of its low-rent housing programs;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Commissioner Elouise Westbrook is authorized to travel to Chicago, Illinois, September 28 - October 1, 1986 for the purpose of attending the aforementioned National Convention.

2. Travel be in conformance with the rules and regulations of the travel policy of this Authority.

3. This Resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine Chavis, Counsel

Date: _____

Commissioner Miller moved to adopt Resolution No. 2871 and Commissioner San Jule seconded the motion. Resolution No. 2871 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 2872

RESOLUTION AUTHORIZING THE GENERAL REPAIR
OF TWENTY-TWO (22) VACANT UNITS AT
POTRERO TERRACE, CAL1-2(5)
* *

WHEREAS, the Authority has been allotted funds by HUD, as part of the Comprehensive Improvement Assistance Program, (CIAP) and Community Development Block Grant for the repair of Authority owned vacant units; and

WHEREAS, there are twenty-two (22) moderately to heavily damaged units at Potrero Terrace; and

WHEREAS, the Authority solicited bids for the repair of the twenty-two vacant units at Potrero Terrace; and

WHEREAS, on August 21, 1986 the following two bids were received and publicly opened and read aloud:

BIDDER	BID AMOUNT
Angotti & Reilly, Inc.	$387,200.00
Leon Carlen Construction, Inc.	$176,995.00

WHEREAS, Authority staff has evaluated the low bid and found the bid to be in compliance with all requirements of the bid proposal; and

WHEREAS, the low bid received is within this funding allocation;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized and directed to execute a contract with the aforementioned contractor on behalf of the Authority in the amount of:

$194,695.00
($176,995.00 plus 10% contingency)

APPROVED AS TO FORM:

_____
Geraldine Chavis, Counsel

Date: _____

(e) RESOLUTION NO. 2873

RESOLUTION AUTHORIZING THE GENERAL REPAIR
OF EIGHTEEN (18) VACANT UNITS AT
ALICE GRIFFITH CAL 1-18(7)
* *

WHEREAS, the Authority has been allotted funds by HUD, as part of the Comprehensive Improvement Assistance Program (CIAP), and Community Development Block Grant for the repair of Authority owned vacant units; and

WHEREAS, there are eighteen (18) moderately to heavily damaged units at Alice Griffith; and

WHEREAS, the Authority solicited bids for the repair of the eighteen (18) vacant units at Alice Griffith; and

WHEREAS, on August 25, 1986 the following two bids were received and publicly opened and read aloud:

BIDDER	BID AMOUNT
Angotti & Reilly, Inc.	$186,267.00
Leon Carlen Construction, Inc.	$241,883.00

WHEREAS, Authority staff has evaluated the low bid and found the bid to be in compliance with all requirements of the bid proposal; and

WHEREAS, the low bid received is within this funding allocation;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized and directed to execute a contract with the aforementioned contractor on behalf of the Authority in the amount of:

$204,894.00
($186,267.00 plus 10% contingency)

APPROVED AS TO FORM:

_____
Geraldine Chavis, Counsel

Date: _____

For purposes of discussion and the vote Resolution No. 2872 and No. 2873 were considered together. Commissioner Miller requested that these two items be tabled pending the review and approval of the Site and Design Committee. Commissioner Westbrook and Brooks expressed their concerns about the immediacy of repairing vacant units and not delaying the process to bring units back on to the rent rolls.

Commissioner Westbrook moved to adopt the resolutions with the following amendment to each resolution: Adoption of this resolution is subject to the review and approval of the Site and Design Committee. Commissioner Brooks seconded the motion. The amendment was UNANIMOUSLY APPROVED.

Commissioner San Jule moved to adopt Resolution No. 2872 and No. 2873 as amended and Commissioner Westbrook seconded the motion. Resolution No. 2872 and No. 2873 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of September 11, 1986 was adjourned at 4:35 p.m.

_____
JAMES G. FUSSELL, JR., President

_____
GERALDINE CHAVIS
Legal Counsel/Acting Secretary

SAN FRANCISCO HOUSING AUTHORITY

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James G. Fussell, Jr,, *President*
Reverend Harry Chuck, *Vice President*
Joan M. San Jule, *Commissioner*
Preston Cook, *Commissioner*
Betty Brooks, *Commissioner*
Elouise Westbrook, *Commissioner*
James McNamara, *Commissioner*

James E. Clay, *Executive Director/Secretary*

SEPTEMBER 23, 1986

P U B L I C N O T I C E

THE REGULARLY SCEHEDULED MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, SEPTEMBER 25, 1986 AT 1815 EGBERT AVENUE, SAN FRANCISCO, CALIFORNIA.

James E Clay

JAMES E. CLAY
SECRETARY/EXECUTIVE DIRECTOR

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JEC:b

REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, SEPTEMBER 25, 1986 4:00 P.M., 1815 EGBERT AVENUE, SAN FRANCISCO CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * * *

1. ROLL CALL:

   James G. Fussell, Jr., President
   Reverend Harry Chuck, Vice President
   Joan M. San Jule, Commissioner
   Betty Brooks, Commissioner
   Elouise Westbrook, Commissioner
   L. Kirk Miller, Commissioner

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

   Reseating of Commissioner James McNamara

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - of Appreciation to Mr. Don Limm, Employee of the Month - August 1986

   (b) Resolution - Authorizing the Executive Director to Execute the Extension of Selected Maintenance Service Contracts (Elevator Emergency Repair and Preventive Maintenance Service, Plumbing and Heating p.m. and Repair Service)

   (c) Resolution - Authorizing the Executive Director to Execute a Contract between the San Francisco Housing Authority and Marquis Associates for an Exterior Rehabilitation Feasibility Study of the Hayes Valley North and South Complexes

   (d) Resolution - Adopting Compensation and Classification Study

12. ADJOURNMENT:

James E. Clay

JAMES E. CLAY
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, September 25, 1986

1815 Egbert Avenue
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 1815 Egbert Avenue, San Francisco, California on Thursday, September 25, 1986 at 4:00 a.m.

1. ROLL CALL:

The meeting was called to order by President Fussell at 4:00 p.m.

Roll Call found the following members to be:

PRESENT: James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
L. Kirk Miller, Commissioner
James McNamara, Commissioner

ABSENT: Joan San Jule, Commissioner

A quorum was present.

ALSO PRESENT: James E. Clay, Executive Director
Geraldine Chavis, Legal Counsel

2. VISITORS:

Bud Dougherty, Local 790
Jewel Green, Hunters View
Suzanne Stewart, Potrero Hill
Linda Barnes, Hayes Valley
Christine Neal, Alice Griffith

3. APPROVAL OF AGENDA:

Commissioner Westbrook moved to approve the agenda of September 25, 1986 and Commissioner Brooks seconded the motion. The agenda of September 25, 1986 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Westbrook moved to approve the minutes of September 11, 1986 and Vice President Chuck seconded the motion. The minutes of September 11, 1986 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Clay stated that the Clerk of the Board of Supervisors has sent a notice of a hearing to consider splitting up and moving the security guards at City Hall to Rosa Parks and the Hall of Justice. This matter will be heard before a meeting of the Public Protection Committee, October 9 at 2:00 p.m.

6. REPORT OF SECRETARY:

Reseating of Commissioner James McNamara: Mr. Clay stated that we have been advised by the Mayor that she has reappointed James McNamara to the Commission. Since it is considered a reappointment, he may be reseated at this time. The formal swearing in will be Tuesday, September 30, at 11:00.

Commissioner Westbrook moved to accept the letter of reappointment from Mayor Dianne Feinstein and to seat James McNamara to the Commission. Vice President Chuck seconded the motion. The motion was UNANIMOUSLY ADOPTED. The Commission welcomed Commissioner McNamara back on board.

The Report of Secretary has been submitted in written form. Mr. Clay call attention to the operating budget. The Authority has received an approved operating budget from HUD prior to the fiscal year which is helpful for planning purposes. The operating funds will be $1 million below the current budget. The reason for the $1 million reduction deals with the deficit that we owe HUD. HUD will begin taking $44,000 off the top each month which totals $531,000 for the year.

In addition, HUD has a new policy on vacancies. The Authority submitted a vacancy plan under HUD's draft procedures which they did not find acceptable--so the budget was approved at the 97% occupancy rate. As of March 31, the occupancy rate was lower than 97%. The Authority can be funded at that lower level once an acceptable plan and the documentation for it is submitted. The deadline to have this done is March 1987 and it is almost completed now. Once the plan is submitted, the Authority will be eligible for an additional $500,000 in subsidy.

In order to comply with the approved budget, staff will be meeting on Saturday, September 27 to review the budget. Staff will be in a position to recommend to the Finance Committee the categories of the operation that will be reduced in order to conform to the present budget.

7. COMMITTEE REPORT:

There have been no committee meetings.

There are two scheduled: Finance Committee - October 3; Site and Design Committee - October 8.

8. REPORT OF COUNSEL:

Report of Counsel has been distributed in written form. Counsel Chavis provided a brief update on the status of the various cases and answered questions raised by the Commissioners.

9. TENANT REPRESENTATIVE REPORT:

The Report of PHTA Activities has been submitted in written form by Dollie Smith, President of PHTA.

10. UNFINISHED BUSINESS:

Resolution No. 2872 and No. 2873 were approved at the last Commission meeting, September 11, 1986, subject to the review and approval of the Site and Design Committee. The Committee was not able to meet but staff did meet with the chairperson, Commissioner Miller, and the resolutions were reviewed with him. Commissioner Brooks moved to accept Resolution No. 2872 and No. 2873 and Commissioner Westbrook seconded the motion. The motion was UNANIMOUSLY ADOPTED.

11. NEW BUSINESS:

(a) RESOLUTION NO. 2874

RESOLUTION OF APPRECIATION TO
MR. DON LIMM
EMPLOYEE OF THE MONTH - AUGUST 1986
* * * * * * * * * * * * * * * * * * *

WHEREAS, the San Francisco Housing Authority extends its appreciation each month to an employee for an outstanding job performance; and

WHEREAS, Mr. Don Limm has shown a strong sense of duty to the tenants and co-workers; and

WHEREAS, Mr. Limm has exhibited resourcefulness, diligence, and most importantly, physical and mental toughness in seeing that vacated units were completed in an expedited manner;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1) The San Francisco Housing Authority and its Executive Director/Secretary express their appreciation and commendation to Mr. Don Limm as the August 1986 Employee of the Month.

/s/ James G. Fussell, Jr.
James G. Fussell, Jr.
President

/s/ Harry Chuck
Reverend Harry Chuck
Vice President

/s/ Joan San Jule
Joan San Jule, Commissioner

/s/ Betty Brooks
Betty Brooks, Commissioner

/s/ Elouise Westbrook
Elouise Westbrook, Commissioner

/s/ L. Kirk Miller
L. Kirk Miller, Commissioner

/s/ James McNamara
James McNamara, Commissioner

/s/ James E. Clay
James E. Clay
Secretary/Executive Director

President Fussell read aloud Resolution No. 2874 commending Mr. Don Limm, Employee of the Month for August 1986. He asked Commissioner McNamara to present the commendation to Mr. Limm. The Commission and audience applauded Mr. Limm, Employee of the Month for August 1986.

Vice President Chuck moved to adopt Resolution No. 2874 and Commissioner Brooks seconded the motion. Resolution No. 2874 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 2875

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE THE EXTENSION OF SELECTED MAINTENANCE SERVICE CONTRACTS (ELEVATOR EMERGENCY REPAIR AND PREVENTIVE MAINTENANCE SERVICE, PLUMBING AND HEATING P.M. AND REPAIR SERVICE)

* *

WHEREAS, the Authority awarded certain contracts for services required to support both the health and safety of tenants and the administrative staff of the Authority; and

WHEREAS, these contracts were awarded to:

Westinghouse Elevator Company
DeMakas Plumbing and Heating Company

WHEREAS, such contracts may be extended at the option of the Authority; and

WHEREAS, extension of services covering the period of October 1, 1986 through, and including, November 30, 1986 is in the best economical and operational interest of the Authority; and

WHEREAS, the noted extension will require an additional $40,200 for the Westinghouse Elevator Service contract and an additional $60,000 for the DeMakas Plumbing contract; and

WHEREAS, funds in the above amounts are available in the Authority's Fiscal Year 1986-87 operating budget.

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Procurement Manager of the Authority is authorized to extend for a sixty-one (61) day period the service contracts listed above in the not-to-exceed dollar amounts.

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
Geraldine Chavis, Legal Counsel

Date _____

Commissioner Brooks moved to adopt Resolution No. 2875 and Commissioner Miller seconded the motion. Resolution No. 2875 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 2876

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND MARQUIS ASSOCIATES FOR AN EXTERIOR REHABILITATION FEASIBILITY STUDY OF THE HAYES VALLEY NORTH AND SOUTH COMPLEXES

* *

WHEREAS, the Hayes Valley North and South sites are in poor condition and in need of major improvements; and

WHEREAS, an architectural firm is required to assist Authority staff in the development of an exterior feasibility study to determine an appropriate solution to the site and exterior building problems at Hayes Valley; and

WHEREAS, the Department of Housing and Urban Development has allocated funds for such a study in a special operating subsidy allocation to complete Comprehensive Improvement Assistance Program planning; and

WHEREAS, Authority staff has contacted thirty-one (31) firms regarding this work, and after a review of their qualifications, experience and availability recommends Marquis Associates as the appropriate firm for this work; and

WHEREAS, Marquis Associates has agreed to provide the required architectural services for a fee of $19,800;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director is authorized to execute an Agreement with the Marquis Associates to provide the required exterior rehabilitation feasibility study for Hayes Valley North and South for a fee of $19,800.

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____

GERALDINE CHAVIS, Legal Counsel

_____

Date

Mr. Clay stated that he discussed this item with the chairperson of the Site and Design Committee but it has not been before the Committee. This is strictly a study of possible site improvements at the Hayes Valley complex. The funds that are going to be used for this study were included in the operating budget under a special grant by HUD. These funds will expire September 30.

Commissioner Westbrook moved to adopt Resolution No. 2876 and Commissioner Miller seconded the motion. Resolution No. 2876 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 2877

RESOLUTION AUTHORIZING THE ACCEPTANCE OF A CLASSIFICATION AND COMPENSATION STUDY FOR ALL MANAGEMENT, ADMINISTRATIVE, CLERICAL, PROFESSIONAL AND TECHNICAL POSITIONS

* *

WHEREAS, a comprehensive study of the employee classification and compensation systems of the Authority was last performed in 1981; and

WHEREAS, the current employee classification and compensation systems do not accurately reflect the reorganized structure and current operational realities of the Authority; and

WHEREAS, the contract for the proposal submitted by Ralph Andersen & Associates was authorized by Resolution No. 2582 to perform the classification and compensation study; and

WHEREAS, the study of Ralph Andersen & Associates accurately reflects the reorganized structure as well as the current operational realities of the Authority and the study accurately reflects the compensation by other employers/agencies in the labor market;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to accept the classification and compensation study for all Authority management, administrative, clerical, professional, and technical positions as recommended by Ralph Andersen & Associates; and

2. This resolution shall take effect on October 1, 1986.

APPROVED AS TO FORM:

_____

Geraldine L. Chavis, Legal Counsel

Date:_____

Commissioner Brooks requested that this item be tabled so that the Commission would have time to review. Commissioner Westbrook stated that she also had some concerns and questions about the study. Mr. Clay clarified that this resolution does not adopt the study but merely accepts it so that the consultants can be paid. Upon further review by staff, a resolution will be presented for adoption.

Mr. Clay called on Mr. Bud Dougherty of Local 790 who wished to address the Commission regarding this matter. Mr. Clay noted that Local 790 and management are currently negotiating. Some of the concerns raised by Mr. Dougherty would be more approriately addressed at the negotiating table. The study once accepted by the Commission would be available to Local 790.

Commissioner Miller moved to adopt Resolution No. 2877 and Commissioner McNamara seconded the motion. Resolution No. 2877 was UNANIMOUSLY ADOPTED.

VISITORS: Mr. Clay called on the following visitors who wished to address the Commission regarding their concerns: Suzanne

Stewart, Potrero - need a transfer; Roxie McCormick, Sunnydale - senior housing in Sunnydale; Linda Barnes, Hayes Valley - need a transfer; Jewel Green, Hunters View - need to post notices to let tenants know when site offices are open and daughter in Hayes Valley needs a transfer.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of September 25, 1986 was adjourned at 5:10 p.m. Following the regular Commission meeting, the Commission went into Executive Session to discuss personnel matters.

JAMES G. FUSSELL, JR., President

James E. Clay

JAMES E. CLAY
Executive Director/Secretary

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AGENDA

* * * * * *

Special Meeting
San Francisco Housing Authority
4:00 p.m. September 26, 1986

1815 Egbert Avenue
San Francisco, California

ROLL CALL:

James G. Fussell, President
Reverend Harry Chuck, Vice President
Joan M. San Jule, Commissioner
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
L. Kirk Miller, Commissioner
James McNamara, Commissioner

APPROVAL OF AGENDA:

VISITORS:

NEW BUSINESS: Labor/Management Agreements

ADJOURNMENT:

James E. Clay
Secretary/Executive Director

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SAN FRANCISCO HOUSING AUTHORITY

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James G. Fussell, Jr., *President*
Reverend Harry Chuck, *Vice President*
Joan M. San Jule, *Commissioner*
Preston Cook, *Commissioner*
Betty Brooks, *Commissioner*
Elouise Westbrook, *Commissioner*
James McNamara, *Commissioner*

James E. Clay, *Executive Director/Secretary*

NOTICE OF SPECIAL MEETING

The Commission will meet in Special Session on Tuesday, September 30 for the purpose of considering Labor/ Management Agreements and such other business as may properly come before the body.

The meeting will be here in the Commission Room at 1815 Egbert at 4:00 p.m.

James E. Clay
Secretary/Executive Director

DATE: September 26, 1986

HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Special Meeting
September 30, 1986

1815 Egbert Avenue
San Francisco, California

The Commission of the Housing Authority of the City and County of San Francisco met in special session at 1815 Egbert Avenue, San Francisco, California on Tuesday, September 30, 1986 at 4:00 p.m.

1. ROLL CALL:

The meeting was called to order by President Fussell at 4:05 p.m.

Roll call found the following members to be:

PRESENT: James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President
Betty Brooks, Commissioner
L. Kirk Miller, Commissioner
James McNamara, Commissioner

ABSENT: Joan M. San Jule, Commissioner
Elouise Westbrook, Commissioner

ALSO PRESENT: James E. Clay, Secretary/Executive Director
Geraldine Chavis, Legal Counsel
David Dupree, Chief, Administrative Services

2. VISITORS:

3. APPROVAL OF AGENDA:

Commissioner Brooks moved to approve the agenda and Commissioner McNamara seconded the motion. The agenda was UNANIMOUSLY APPROVED.

4. NEW BUSINESS:

President Fussell noted that this meeting was called to review and adopt, as appropriate, several agreements with unions that represent Housing Authority Crafts.

RESOLUTION NO. 2878
* * * * * * * * * *

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE VARIOUS AGREEMENTS WITH UNIONS THAT REPRESENT EMPLOYEES OF THE SAN FRANCISCO HOUSING AUTHORITY
* *

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RESOLUTION NO. 2878
* * * * * * * * * * *
Date Adopted 9/30/86

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE VARIOUS AGREEMENTS WITH UNIONS THAT REPRESENT EMPLOYEES OF THE SAN FRANCISCO HOUSING AUTHORITY
* *

WHEREAS, the Authority in the interest of strengthening and improving the meeting and conferring process with each of the negotiators for the unions; and

WHEREAS, these agreements will provide a basis for action for improving the work life of our employees and services to our residents:

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Commission approves the contracts with the unions listed below:

   (a) International Brotherhood of Painters and Allied Trades - Local No. 4

   (b) Bay Counties District Council of Carpenters, Locals No. 22, 483 and 2164.

   (c) Carpet, Linoleum and Soft Tile Workers, Local No. 1235

2. The Executive Director is hereby authorized to execute these agreements to be effective October 1, 1986 through September 30, 1988.

3. The Executive Director is authorized and directed to set forth in memoranda, wages, consistent with the HUD wage determination; hours of work and working conditions for all craft unions that have not concluded agreements with the Authority, pending the completion of said negotiations.

4. That this Resolution become effective immediately.

APPROVED AS TO FORM:

GERALDINE CHAVIS
LEGAL COUNSEL

9/30/86
DATE

4. NEW BUSINESS: (Continued)

Mr. Clay reviewed the status of negotiations that have taken place to conclude the agreements before the Board. He highlighted, in particular, the Painters agreement since that agreement is typical of unions agreements with the Housing Authority.

He specifically noted the new handyman status, work hours, and the competitive bidding agreements that have been worked out.

In response to a query from Commissioner McNamara, Mr. Clay stated that there were no significant changes in the wages in these agreements.

Commissioner L. Kirk Miller entered the meeting at 4:14 p.m.

Mr. Clay also noted that agreements with the Service Employees Business Union, Local 14, and with the Electrical Workers, Local 6, have been reached but as yet had not been typed. In reference to Local 14, Mr. Clay stated that the agreement calls for a seven day work week so arranged that no overtime will be necessary. He noted that a meeting has been scheduled with Local 261, Laborer's Union later this week. Mr. Clay stated that the Plumbers Union, Local 38, has not agreed to come to the table.

President Fussell recognized Mr. Paul Varacalli, Executive Director, United Public Employees, Local 790, who had entered the meeting along with members of the Authority's staff.

Mr. Varacalli stated that he had just concluded a membership meeting and did not have the time to communicate with the Board in writing. He said he wanted to update the Board on the status of negotiations that are currently taking place. He continued by stating that negotiations will commence again at 5:30 p.m. this evening and that he was prepared to spend the night, if necessary, to reach an agreement. He invited one or more of the Commissioners to join in these negotiations in order to seek a resolution. He said he also invited representatives from the Mayor's office to participate.

Mr. Varacalli said that he had met with the two Deputy Mayors on Monday, September 29, and they assured him that they hoped a strike could be averted.

Mr. Varacalli further stated that a secret vote was taken and the membership voted 65 to 4 to strike by 7:00 a.m., on October 1, 1986 if no contract agreement is reached. President Fussell thanked Mr. Varacalli for his presentation.

Commissioner Brooks moved to adopt Resolution 2878 and Commissioner Chuck seconded the motion. Resolution No. 2878 was UNANIMOUSLY ADOPTED.

5. ADJOURNMENT:

There being no further business to come before the Commission, the Special Meeting of September 30, 1986 was adjourned at 4:24 p.m. President Fussell announced that the Board would go into Executive Session to discuss Labor/Management Relations.

James G. Fussell, Jr.,
President

James E. Clay
Secretary/Executive Director

SAN FRANCISCO HOUSING AUTHORITY

1815 EGBERT AVENUE • SAN FRANCISCO, CALIFORNIA 94124 • TELEPHONE (415) 468-3800

Dianne Feinstein, *Mayor*
James G. Fussell, Jr., *President*
Reverend Harry Chuck, *Vice President*
Joan M. San Jule, *Commissioner*
Preston Cook, *Commissioner*
Betty Brooks, *Commissioner*
Elouise Westbrook, *Commissioner*
James McNamara, *Commissioner*

James E. Clay, *Executive Director/Secretary*

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OCTOBER 7, 1986

THE REGULARLY SCHEDULED MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M. THURSDAY, OCTOBER 9, 1986 AT 1815 EGBERT AVENUE, SAN FRANCISCO, CALIFORNIA.

James E. Clay

JAMES E. CLAY
SECRETARY/EXECUTIVE DIRECTOR

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, OCTOBER 9, 1986 4:00 P.M., 1815 EGBERT AVENUE, SAN FRANCISCO CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * * * *

1. ROLL CALL:

   James G. Fussell, Jr., President
   Reverend Harry Chuck, Vice President
   Joan M. San Jule, Commissioner
   Betty Brooks, Commissioner
   Elouise Westbrook, Commissioner
   L. Kirk Miller, Commissioner
   James McNamara, Commissioner

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2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES: Regular Meeting - September 25, 1986
   Special Meeting - September 30, 1986

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - of Appreciation to Ms. Teresa Puente, Employee of the Month - September 1986

   (b) Resolution - Authorizing the Extension of the Moving and Storage Contract

12. ADJOURNMENT:

James E. Clay

JAMES E. CLAY
Secretary/Executive Director

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Minutes

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held:
Thursday, October 9, 1986

1815 Egbert Avenue
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 1815 Egbert Avenue, San Francisco, California on Thursday, October 9, 1986 at 4:00 a.m.

1. ROLL CALL:

The meeting was called to order by President Fussell at 4:00 p.m.

Roll Call found the following members to be:

PRESENT: James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President
(arrived 4:05)
Joan San Jule, Commissioner
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
L. Kirk Miller, Commissioner
James McNamara, Commissioner

A quorum was present.

ALSO PRESENT: James E. Clay, Executive Director
Geraldine Chavis, Legal Counsel

2. VISITORS:

3. APPROVAL OF AGENDA:

Commissioner San Jule moved to approve the agenda of October 9, 1986 and Commissioner Westbrook seconded the motion. The agenda of October 9, 1986 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Westbrook moved to approve the minutes of the regular meeting of September 25, 1986 and Commissioner Brooks seconded the motion. The minutes of September 25, 1986 were UNANIMOUSLY ADOPTED.

Commissioner Brooks moved to approve the minutes of the special meeting of September 30, 1986 and Commissioner Westbrook seconded the motion. The minutes of September 30, 1986 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Clay called attention to a letter from the Controller's Office of the City and County of San Francisco regarding the Authority's quarterly financial reports. This letter is prepared by the Controller for the Mayor and the Board of Supervisors. Copies of the letter have been distributed to the Commission.

6. REPORT OF SECRETARY:

The Report of Secretary has been submitted in written form.

Mr. Clay outlined the status of the various contracts with the unions. Three contracts have been approved and signed. Local 790 contract is being put into final form. Tentative agreements have been reached with the laborers and custodians. There are no outstanding substantive issues. They do have some concerns about the wages which are established by HUD. Another outstanding issue with the custodians is the status of the handyman position. The only major problem area is with the plumbers. There have been no formal negotiating sessions with the plumbers. They are still working as are all the other crafts.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

The Report of Counsel has been submitted in written form.

9. TENANT REPRESENTATIVE REPORT:

A copy of the Report of PHTA Activities has been submitted by Dollie Smith, President. Ms. Smith asked for a response to their requests regarding attending the NTO conference and needing a van for transportation.

A discussion followed regarding funding tenant activities and the relationship of PHTA and the Senior Citizens Citywide Council. President Fussell requested that the Executive Director provide the Commission an overview of what has happened to date.

President Fussell requested that PHTA put together a budget for what it would cost to send one person back to the NTO meeting, in terms of air fare, hotel, meals and transportation. Vice President Chuck moved that the Finance Committee meet on Friday, October 17, to consider the request being made by PHTA. The Committee will review the budget for that trip and approve or disapprove the expenditure of those funds by the Executive Director. Commissioner Brooks seconded the motion. The motion passed by MAJORITY VOTE with one no vote from Commissioner McNamara.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

(a) RESOLUTION NO. 2879

RESOLUTION OF APPRECIATION TO
MS. TERESA PUENTE
EMPLOYEE OF THE MONTH - SEPTEMBER 1986
* *

WHEREAS, the San Francisco Housing Authority extends its appreciation each month to an employee for an outstanding job performance; and

WHEREAS, Ms. Teresa Puente has shown loyalty and dedication to the Authority and tenants she has served; and

WHEREAS, Ms. Puente's consistently pleasant attitude, flexibility and strong work ethics have proven to be an asset to the Authority;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1) The San Francisco Housing Authority and its Executive Director/Secretary express their appreciation and commendation to Ms. Teresa Puente as the September 1986 Employee of the Month.

/s/ James G. Fussell, Jr.
James G. Fussell, Jr.
President

/s/ Harry Chuck
Reverend Harry Chuck
Vice President

/s/ Joan San Jule
Joan San Jule, Commissioner

/s/ Betty Brooks
Betty Brooks, Commissioner

/s/ Elouise Westbrook
Elouise Westbrook, Commissioner

/s/ L. Kirk Miller
L. Kirk Miller, Commissioner

/s/ James McNamara
James McNamara, Commissioner

/s/ James E. Clay
James E. Clay
Secretary/Executive Director

President Fussell read aloud Resolution No. 2879 and asked Ms. Puente to come forward to receive her commendation. Commissioner Brooks moved to adopt Resolution No. 2879 and Commissioner Westbrook seconded the motion. Resolution No. 2879 was UNANIMOUSLY ADOPTED.

Mr. Clay announced that there will be a holiday party and awards banquent, December 5, at the Sheraton Palace. An award will be presented to the Employee of the Year at that time.

(b) RESOLUTION NO. 2880

RESOLUTION AUTHORIZING THE EXTENSION
OF MOVING AND STORAGE CONTRACT
* * * * * * * * * * * * * * * * * * *

WHEREAS, the Authority awarded a moving and storage contract to the Scott and Scott Moving Company in 1984; and

WHEREAS, agreed to contractual language allows for extension or renewal at the Authority's option; and

WHEREAS, the contractor has performed satisfactorily throughout the contract period; and

WHEREAS, extension of contract services covering the period of October 1, 1986 through and including September 1, 1987, is in the best economical and operational interest of the Authority;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to extend, for a twelve (12) month period, the service contract of Scott and Scott Moving Company in the not-to-exceed amount of $44,000.00.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis, Legal Counsel

Date: _____

Commissioner Westbrook moved to adopt Resolution No. 2880 and Commissioner San Jule seconded the motion. Resolution No. 2880 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of October 9, 1986 was adjourned at 4:50 p.m. Following the regular Commission meeting, the Commission went into Executive Session to discuss personnel matters.

_____
JAMES G. FUSSELL, JR., President

James E. Clay
_____
JAMES E. CLAY
Executive Director/Secretary

SAN FRANCISCO HOUSING AUTHORITY

1815 EGBERT AVENUE • SAN FRANCISCO, CALIFORNIA 94124 • TELEPHONE (415) 468-3800

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Preston Cook, *Commissioner*
Betty Brooks, *Commissioner*
Elouise Westbrook, *Commissioner*
James McNamara, *Commissioner*

James E. Clay, *Executive Director/Secretary*

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OCTOBER 20, 1986

PUBLIC NOTICE

THE REGULARLY SCHEDULED MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, OCTOBER 23, 1986 AT 1815 EGBERT AVENUE, SAN FRANCISCO, CALIFORNIA.

James E Clay

JAMES E. CLAY
SECRETARY/EXECUTIVE DIRECTOR

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, October 23, 1986 AT 4:00 P.M., 1815 EGBERT AVENUE, SAN FRANCISCO, CALIF.

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * *

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1. ROLL CALL:

James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President
Joan M. San Jule, Commissioner
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
L. Kirk Miller, Commissioner
James McNamara

2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORTS:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

(a) Resolution - Authorizing Travel to Washington, D. C., to Attend Meetings in Connection with the National Tenants Organization.

(b) Resolution - Resolution Authorizing the Executive Director to Execute Selected Maintenance Service Contracts (Heating Preventive Maintenance, Emergency Heating and Emergency Plumbing Service)

(c) Resolution - Authorizing the Extension of Selected Maintenance Service Contracts - (Mobile Radio Repair and Glazing Service Maintenance)

(d) Resolution - Installation of Card Access to Selected Housing Authority Properties.

(e) Resolution - Authorizing Award of a Contract for the Rehabilitation of Thirteen (13) Vacant Units at Yerba Buena Plaza East, Cal. 1-18(2)

11. NEW BUSINESS:

(f) Resolution - Establishing Holidays During Fiscal Year 1986-1987 for Non-Union Employees of the San Francisco Housing Authority.

(g) Resolution - Authorizing the Executive Director to Implement the Classification and Compensation Schedule.

12. ADJOURNMENT:

James E. Clay
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

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Regular Meeting Held:
Thursday, October 23, 1986

1815 Egbert Avenue
San Francisco, California

The Housing Authority of the City and County of San Francisco met in regular session at 1815 Egbert Avenue, San Francisco California on Thursday, October 23, 1986 at 4:00 p.m.

1. ROLL CALL:

The meeting was called to order by President Fussell at 4:04 p.m.

Roll call found the following members to be:

PRESENT: James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President
Joan M. San Jule, Commissioner
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
James McNamara, Commissioner

ABSENT: L. Kirk Miller, Commissioner

A quorum was present.

ALSO PRESENT: James E. Clay, Executive Director

2. VISITORS:

3. APPROVAL OF AGENDA:

Commissioner Westbrook moved to approve the Agenda of October 23, 1986 and Commissioner Brooks seconded the motion. The agenda of October 23, 1986 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Minutes of the meeting of October 9, 1986 have not been finalized. They will be included with the minutes of the October 23, 1986 meeting for approval.

5. GENERAL COMMUNICATIONS:

Secretary noted that there were no formal communications. However, he gave a report on a hearing held by the Finance Committee of the Board of Supervisors in reference to the release of $2.9 million that was committed by the Mayor to make the Plaza West Development whole.

He also noted that the commitment by the Department of Housing and Urban Development (HUD) had expired on October 10th but that an extension had been granted to October 31, 1986.

5. GENERAL COMMUNICATIONS: (continued)

Mr. Clay further stated that approximately 25 persons representing themselves as residents of the Western Addition, spoke against awarding the money for public housing. He said they took the position that it was not in the best interest of the Western Addition to have additional public housing built on that site.

Mr. Clay stated that after a lengthy discussion concerning other uses for the site, the resolution was moved as presented, to release the money. However, Supervisor Walker, who voted for the resolution, indicated that she may change her vote when the resolution comes before the full Board on Monday, October 27, 1986 at 2:00 p.m.

Commissioner Brooks stressed the importance for all residents of public housing to attend the hearing on Monday, October 27, 1986 at the Board of Supervisors.

6. REPORT OF SECRETARY:

The report of Secretary has been submitted in written form.

7. COMMITTEE REPORTS:

Vice President Chuck reported that the Personnel Committee met on October 16, 1986 to discuss staff's recommendation for the classification and compensation schedule for the coming year.

President Fussell reported that the Finance Committee met on October 17, 1986 to discuss the travel resolution that will be considered by the Commission at this meeting.

President Fussell suggested that it might be appropriate for the Personnel Committee to meet on a regular monthly basis in order to keep the Commission apprised on a variety of issues that are developing in regards to personnel matters.

8. REPORT OF COUNSEL:

Report of Counsel has been submitted in written form.

9. TENANT REPRESENTATIVE REPORT:

None

10. UNFINISHED BUSINESS:

Resolution authorizing travel to Washington, D. C. to attend meetings in connection with the National Tenants Organization.

RESOLUTION NO. 2881
Date Adopted 10/23/86

RESOLUTION AUTHORIZING TRAVEL TO WASHINGTON, D. C., TO ATTEND MEETINGS IN CONNECTION WITH THE NATIONAL TENANTS ORGANIZATION.
* *

WHEREAS, the National Tenants Organization will hold meetings in Washington, D. C., October 27, 1986 through October 30, 1986; and

WHEREAS, the theme of the Convention is "Save Public Housing by Passing H.R. #2221." and if passed, will provide restoration of existing units, new construction, restore rents to the 25% of gross income and employment through the restoration and new construction.

WHEREAS, in the meetings will also be discussed the direction of that organization for the year ahead in the form of lobbying; letter writing campaigns and community canvassing to demonstrate the need for passage of H.R. 2221; and

WHEREAS, the meetings in Washington, D. C., will also take the opportunity as a national body to reaffirm their commitment to the cause for safe, sanitary, decent and affordable housing; and

WHEREAS, the Authority deems that the attendance of three members of the San Francisco Housing Tenants Association and one member of the Senior Citizens City-Wide Council is essential to the conduct of its low-rent operation.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That three members of the San Francisco Public Housing Tenants Association and one member of the Senior Citizens City Wide Council travel to Washington, D.C., October 27, 1986 to October 30, 1986 for the purpose of attending the aforementioned meetings.

2. That Travel time, expenses and per diem be allowed in accordance with the travel policies of this Authority.

3. That this Resolution shall become effective immediately.

APPROVED AS TO FORM:

_____
Geraldine Chavis
Legal Counsel

_____
Date

President Fussell reported that the Finance Committee met on October 17, 1986 with members of PHTA and with the Executive Director to consider the request of PHTA to send delegates to the National Tenants Organization Conference in Washington, D. C., October 27-30, 1986.

It was decided by the Finance Committee that due to budget constraints, and to ensure that there would be sufficient funds for on-going PHTA programs, and at the same time maximizing the education and development for potential leaders in the tenant association, there were sufficient funds to send three representatives. Two delegates would represent PHTA with the third delegate representing the Section 8 housing program, since that person is a resident of the Section 8 program.

Additionally, President Fussell noted that Ms. Thelma Kavanagh, resident of senior housing and President of the Senior Citizens City Wide Council, had expressed an interest in attending the aforementioned conference. President Fussell stated that the members of the Finance Committee authorized the Executive Director to make the necessary travel arrangements for Ms. Kavanagh. The resolution will be changed to read four delegates instead of three.

Commissioner Westbrook again requested that the officers of the senior citizens council make a periodical report to the Commission in order to maintain contact between the seniors and the Board of Commissioners.

Commissioner McNamara stated that it is his understanding that the senior organization does plan to cooperate with PHTA and become an integral part of the tenant association while still maintaining the city wide association since that organization is primarily a social organization.

Commissioner Westbrook moved to adopt Resolution No. 2881 and Commissioner McNamara seconded the motion. Resolution No. 2881 was UNANIMOUSLY ADOPTED.

11. NEW BUSINESS:

(a)

RESOLUTION NO. 2882

* * * * * * * * * * * *

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE SELECTED MAINTENANCE SERVICE CONTRACTS (HEATING, PREVENTIVE MAINTENANCE, AND EMERGENCY PLUMBING SERVICES AND EMERGENCY HEATING)

* *

(a)

RESOLUTION NO. 2882
DATE ADOPTED 10-23-86

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE SELECTED MAINTENANCE SERVICE CONTRACTS (HEATING PREVENTIVE MAINTENANCE, EMERGENCY HEATING, AND EMERGENCY PLUMBING SERVICE)

* *

WHEREAS, the Authority awards certain contracts for services required to support both the health and safety of tenants and the administrative staff of the Authority; and

WHEREAS, these contracts will be awarded to:

DEMAKAS PLUMBING AND HEATING, INCORPORATED; and

WHEREAS, contracts for these services covering the period of October 1, 1986 through, and including, September 30, 1987 is in the best economical and operational interest of the Authority; and

WHEREAS, the noted contracts will require the amount of:

$156,900 for Heating Preventive Maintenance Service

$38,100 for Emergency Heating Maintenance Service; and

$60,000 for Emergency Plumbing Maintenance Service

WHEREAS, funds in the above amounts are available in the Authority's Fiscal Year 1986-87 operating budget; and

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director of the Authority is authorized to contract for the service contracts listed above in the not-to-exceed dollar amounts.

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

Geraldine Chavis
Legal Counsel

Date 10/20/86

Commissioner Westbrook moved to adopt Resolution No. 2882 and Commissioner Chuck seconded the motion. Resolution No. 2882 was UNANIMOUSLY ADOPTED.

(b)

RESOLUTION NO. 2883
DATE ADOPTED 10-23-86

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE THE EXTENSION OF SELECTED MAINTENANCE SERVICE CONTRACTS (MOBILE RADIO REPAIR AND GLAZING SERVICE)

****

WHEREAS, THE Authority awarded certain contracts for services required to support both the health and safety of tenants and the administrative staff of the Authority; and

WHEREAS, these contracts were awarded to:

Mobile Radio Repair Comm. Research	$ 9,000
Glazing Service:	
Habenicht & Howlett	$ 30,000
Bay Cities Glass	$ 30,000
Jackson & Sons	$ 30,000
Oliver Brothers	$ 9,000

WHEREAS, as such contracts may be extended at the option of the Authority and;

WHEREAS, extension of services covering the period of October 1 through, and including September 30, 1987 is in the best economical and operational interest of the Authority; and

WHEREAS, the noted extension will require $9,000 for the Radio Repair contract and an additional $99,000 for the Glazing contracts; and

WHEREAS, funds in the above amounts are available in the Authority's Fiscal Year 1986-87 Operating budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director of the Authority is authorized to extend for a one year period the service contracts listed above in the not-to-exceed dollar amounts.

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

Geraldine L. Chavis
Legal Counsel

10/20/86
Date

Commissioner Westbrook moved to adopt Resolution No. 2883 and Commissioner McNamara seconded the motion. Resolution No. 2883 was UNANIMOUSLY ADOPTED.

(C)

RESOLUTION NO. 2884
DATE ADOPTED 10/23/86

RESOLUTION APPROVING INSTALLATION OF CARD ACCESS
TO SELECTED HOUSING AUTHORITY PROPERTIES

* *

WHEREAS, the Housing Authority of the City and County of San Francisco has determined it to be highly desirable and feasible to initially convert building entrance access at all senior buildings and the new main office facility at 440 Turk Street from keyed access to card access; and

WHEREAS, this Authority requested competitive proposals from three (3) manufacturers of card access sytems, Schlage Electronics, Inc.; Rusco Electronic Systems and Cardkey Systems, and received two (2) acceptable, competitive responses as follows:

Cardkey System	Model D-2000	$ 80,694*
Rusco Electronic	Model MAC 542	$110,352*

*excluding installation cost, but including training and first-year maintenance costs; and

WHEREAS, associated installation costs are budgeted to require an additional $106,400; and

WHEREAS, the City of San Francisco has authorized funds in the amount of $187,100 to this Authority for the provision of card entry system for all senior buildings.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND CONTY OF SAN FRANCISCO:

1. That the Executive Director is authorized to execute a contract with Cardkey Systems in an amount not to exceed $80,694 for system equipment, first-year maintenance and services.

2. That the Executive Director is authorized to expend an additional amount not to exceed $106,400 for card access system installations.

3. That this resolution is effective immediately.

APPROVED AS TO FORM:

Patricia A. Hall for Geraldine Chavis
GERALDINE CHAVIS
Legal Counsel

October 17, 1986
Date

Commissioner McNamara expressed concern that residents of senior housing will not be able to have family members or friends check apartments in the event that the resident is out of town or away for a period of time since only one card will be issued to each resident.

Secretary responded that the security problems in senior high-rise buildings are severe enough to warrant the installation of this card access system. Mr. Clay stated that it has already been necessary to rekey the Rosa Parks Development and also the 666 Ellis Street Development at a great expense to the Authority.

Commissioner Westbrook moved to adopt Resolution No. 2884 and Commissioner San Jule seconded the motion. Resolution No. 2884 was passed by MAJORITY VOTE with Commissioner McNamara abstaining.

(d) RESOLUTION NO. 2885
Date Adopted 10/23/86
* * * * * * * * * * * *

RESOLUTION AUTHORIZING THE GENERAL REPAIR OF THIRTEEN (13) VACANT UNITS AT YERBA BUENA PLAZA EAST, CAL 1-18(2)
* *

WHEREAS, the Authority has been allotted funds by HUD, as part of the Comprehensive Improvement Assistance Program, (CIAP) and the Community Development Block Grant for the repair of Authority owned vacant units; and

WHEREAS, there are thirteen (13) moderately to heavily damaged units in Yerba Buena Plaza East, Cal. 1-18(2); and

WHEREAS, the Authority solicited bids for the repair of the thirteen (13) vacant units at Yerba Buena East; and

WHEREAS, on August 25, 1986 the following three bids were received and publicly opened and read aloud:

BIDDER	BID AMOUNT
Angotti & Reilly, Inc.	$179,785.00
Aqbayani Construction Co.	$ 92,300.00
Leon Carlan Construction, Inc.	$ 87,354.00

WHEREAS, Authority staff has evaluated the low bid and found the bid to be in compliance with all requirements of the bid proposal; and

WHEREAS, the low bid received is within this funding allocation.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized and directed to execute a contract with the aforementioned contractor on behalf of the Authority in the amount of $96,089.00.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis, Counsel

_____
Date

Commissioner Brooks moved to adop Resolution No. 2885 and Commissioner Westbrook seconded the motion. Resolution No. 2885 was UNANIMOUSLY ADOPTED.

(e)

RESOLUTION NO. 2886
DATE ADOPTED 10-23-86

* *

RESOLUTION ESTABLISHING HOLIDAYS DURING FISCAL YEAR 1986-1987 FOR NON-UNION EMPLOYEES OF THE SAN FRANCISCO HOUSING AUTHORITY

* *

WHEREAS, the Authority recognizes its responsibillity to allow non-union employees to participate in nationally recognized days of celebration; and

WHEREAS, the Authority wishes to allow non-union employees to celebrate their birthdays as paid holidays.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The following dates shall be established as paid holidays during Fiscal Year 1986-1987 for all non-union employees of the San Francisco Housing Authority:

2nd Monday in October	Columbus Day
November 11	Veterans Day
Last Thursday in November	Thanksgiving Day
December 25	Christmas Day
January 1	New Year's Day
3rd Monday in January	Martin Luther King, Jr.'s Birthday
February 12	Lincoln's Birthday
3rd Monday in February	Washington's Birthday
Last Monday in May	Memorial Day
July 4	Independence Day
1st Monday in September	Labor Day
September 9	Admissions Day

In the event January 1, February 12, July 4, September 9, November 11 or December 25 fall on a Sunday, the following Monday shall be considered a paid holiday. In the event said holidays fall on a Saturday, the preceding Friday shall be considered a paid holiday.

2. In addition to the above holidays, each non-union employee shall receive his/her birthday as a paid holiday. In the event an employee's birthday falls on a Sunday, the following Monday shall be considered a paid holiday. In the event an employee's birthday falls on a Saturday, the preceding Friday shall be considered a paid holiday.

3. This resolution shall take effect retroactive to October 1, 1986.

APPROVED AS TO FORM:

Patricia A. Hall for Geraldine Chavis

Geraldine L. Chavis
Legal Counsel

Date

Commissioner Brooks moved to adopt Resolution No. 2886 and Commissioner Westbrook seconded the motion. Resolution No. 2886 was UNANIMOUSLY ADOPTED.

(f)

RESOLUTION NO. 2887
DATE ADOPTED: 10/23/86

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO IMPLEMENT THE CLASSIFICATION AND COMPENSATION SCHEDULE

****

WHEREAS, Section 307 of the Annual Contribution Contract with the Department of Housing and Urban Development (DHUD), provides in part, that the Housing Authority shall adopt and comply with a statement of personnel policies comparable with pertinent local public practice. Such statement shall cover job titles and classifications, salary and wage rates for employees, etc.; and

WHEREAS, the Board of Commissioners adopted a salary rate for Fiscal Year 1986 on August 8, 1985; and

WHEREAS, HUD had determined that the Authority had not conducted a classification and compensation study since 1981 and required the Authority to update its classification and compensation program; and

WHEREAS, the Board of Commissioners engaged the firm of Ralph and Andersen and Associates to conduct a current Classification and Compensation Study on September 25, 1986; and

WHEREAS, the Board of Commissioners have accepted the study and the Executive Director has reviewed the results of the study in conjunction with salary schedules and classifications with the City and County of San Francisco system; and

WHEREAS, based on this review, the Executive Director has developed a compensation schedule for all Administrative employees, not presently covered by a Collective Bargaining Agreement; and

WHEREAS, the attached salary schedule and classifications have been reviewed and recommended by the Personnel Committee:

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the San Francisco Housing Authority (SFHA) that the attached classifications of positions are established and compensation and salary levels are approved; and

BE IT FURTHER RESOLVED, that the compensation for each classification is reflective of comparability with the same or similar classifications found and determined for the City and County of San Francisco and/or comparability as determined by the Ralph Adersen Study; and be it

FURTHER RESOLVED, that where increases or decreases are a result of reclassification, the Executive Director shall ensure that employees affected by a decrease in salary are held harmless for a period of six (6) months and where increases are required, these increases shall be accomplished within six (6) months, and be it

FURTHER RESOLVED, that the Executive Director shall provide the Commission with a report detailing the implementation of this policy six (6) months from the date of this resolution.

1. That the Executive Director is hereby authorized to implement the Classification and Compensation Schedule.

APPROVED AS TO FORM:

GERALDINE CHAVIS
Legal Counsel

Date

David Dupree, Chief of Administrative Services, gave a summation of what transpired at the Personnel Committee meeting held on October 16, 1986 as it relates to the aforementioned resolution.

Mr. Dupree recalled that in July 1986, the Commission authorized the Executive Director to enter into a contract with Ralph Anderson and Associates to conduct a compensation and classification study for Housing Authority employees in accordance with the labor market of the Bay Area.

Mr. Dupree continued that the Anderson Associates have provided the Housing Authority with their recommendations and the resolution before the Board represents staff's views of those recommendations. Mr. Dupree noted that the resolution deals only with administrative employees since employees within the bargaining unit were dealt with separately in union negotiations.

Commissioner Westbrook stated that she had concerns relating to the compensation and classification schedule. She said it was her feeling that positions in the San Francisco Housing Authority were different than positions in City government. She said it was also her feeling that the San Francisco area cannot be compared to locations such as Seattle, Sacramento, Fresno and Oakland. Commissioner Westbrook also questioned the fact that some recently hired employees would receive salary increases while employees with more years of service would receive decreases.

President Fussell called on Mr. Clay to explain the motivation behind the compensation and classification study.

Mr. Clay stated that in 1984 the Department of Housing and Urban Development (HUD) conducted a review of the Authority's operations and one of the findings of that review was the fact that the Authority did not conduct a compensation and classification study since 1981. In order to clear that finding, the Authority was mandated to conduct the study.

Mr. Clay noted that HUD requires the Authority to conduct a compensation and classification study on a yearly basis. He also noted that the study must be in comparison to the locality of the Agency. He also noted that HUD selects the locality for compensation.

Discussion further ensued. President Fussell directed Mr. Clay to meet with Commissioner Westbrook to further review the recommendations and if it is necessary to make modifications, to report back to the Commission.

Mr. Clay noted that the resolution provides that the Executive Director is to come before the Commission within six months to give a complete report in terms of the implementation and the impact of the schedule. Mr. Clay also noted that where increases and decreases are a result of the reclassification, employees will not be affected for six months.

Commissioner San Jule moved to adopt Resolution No. 2887 and Commissioner Chuck seconded the motion. Resolution No. 2887 was adopted by MAJORITY VOTE with two no votes from Commissioner Westbrook and Commissioner Brooks.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of October 23, 1986 was adjourned at 5:03 p.m. Following the regular Commission meeting, the Commission went into Executive Session to discuss personnel matters.

James G. Fussell, Jr., President

James E. Clay
Executive Director

SAN FRANCISCO HOUSING AUTHORITY

1815 EGBERT AVENUE • SAN FRANCISCO, CALIFORNIA 94124 • TELEPHONE (415) 468-3800

Dianne Feinstein, *Mayor*
James G. Fussell, Jr., *President*
Reverend Harry Chuck, *Vice President*
Joan M. San Jule, *Commissioner*
Preston Cook, *Commissioner*
Betty Brooks, *Commissioner*
Elouise Westbrook, *Commissioner*
James McNamara, *Commissioner*

NOVEMBER 10, 1986

P U B L I C N O T I C E

THE REGULAR SCHEDULED MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, NOVEMBER 13, 1986 AT 1815 EGBERT AVENUE, SAN FRANCISCO CALIFORNIA.

James E Clay

JAMES E. CLAY
SECRETARY/EXECUTIVE DIRECTOR

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY
COMMISSION WILL BE HELD ON THURSDAY, NOVEMBER 13, 1986
4:00 P.M., 1815 EGBERT AVENUE, SAN FRANCISCO CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * * * *

1. ROLL CALL:

   James G. Fussell, Jr., President
   Reverend Harry Chuck, Vice President
   Joan M. San Jule, Commissioner
   Betty Brooks, Commissioner
   Elouise Westbrook, Commissioner
   L. Kirk Miller, Commissioner
   James McNamara, Commissioner

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2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

   Regular Meeting of October 9, 1986
   Regular Meeting of October 23, 1986

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - of Appreciation to Mr. Doon Chan, Employee of the Month - October 1986

   (b) Resolution - Authorizing the Commission of the Housing Authority of the City and County of San Francisco to Join with other Public Housing Authorities in the Formation of the Captive Insurance Company

   (c) Resolution - Authorizing Travel to Chicago, Illinois, November 18, 1986 to Attend a Meeting of the Council of Large Public Housing Authorities

   (d) Resolution - Authorizing the Executive Director to Execute Contracts between the San Francisco Housing Authority and David K. Low and Associates, Inc. Mechanical Engineers for Engineering Services Required for Modernization Work for the Existing Boiler Plans and Associated Heating Systems

(e) Resolution - Authorizing the Executive Director to Execute a Contract Between the San Francisco Housing Authority and Raymond Brooks Engineering Mechanical Engineers for Engineering Services Required for Modernization Work for Existing Boiler Plans and Associated Heating Systems

(f) Resolution - Authorizing the Executive Director to Execute a Contract Between the San Francisco Housing Authority and Entek Corporation, Mechanical Engineers for Engineering Services Required for Modernization Work for the Existing Boiler Plans and Associated Heating Systems

* Items (d), (e) and (f) - one cover memo

(g) Resolution - Authorizing the General Repair of Thirteen (13) Vacant Units at Yerba Buena Plaza East, Cal 1-18(2)

(h) Resolution - Authorizing Award of a Contract for the Rehabilitation of Twenty-Two (22) Vacant Units at Potrero Terrace Cal 1-2(5)

(i) Resolution - Authorizing the Executive Director to Execute a Contract between the San Francisco Housing Authority and Tectonics for Required Consulting for the Replacement of Roof Coverings at Alice Griffith

(j) Resolution - Authorizing the Executive Director to Execute a Contract between the San Francisco Housing Authority and Thoroughbred Systems Inc. for Required Consulting for the Replacement of Roof Coverings at 345 Arguello Boulevard, Cal 1-29, and the Great Highway, Cal 1-35

* Items (i) and (j) - one cover memo

(k) Resolution - Authorizing the Executive Director to Execute Memorandum of Understanding with Service Employees Union Local 14

(l) Resolution - Affirming the Commitment of the San Francisco Housing Authority Commission to the Implementation of Consultant Recommendations to Resolve Management and Operational Services

(m) Resolution - Authorizing a Gas Easement to Pacific Gas and Electric to Service Project Cal 1-4, Valencia Gardens

(n) Resolution - Authorizing the Executive Director to Execute an Agreement with Pacific Gas and Electric for Required Gas Meter Enclosures at Sunnydale, Cal 1-3

(o) Resolution - Authorizing Award of of Contract for Installation of a Fire Sprinkler System at Hayes Valley, Cal 1-18(7)

(p) Resolution - Authorizing Award of Contract for Installation of Fire Sprinkler System at Westside Courts, Cal 1-8

*Items (o) and (p) - one cover memo

(q) Resolution - Authorizing Maintenance Service Contracts for Computer and Copier Equipment

(r) Resolution - Approving Write-Off of Vacated Tenant Accounts Receivable

12. ADJOURNMENT:

James E. Clay

JAMES E. CLAY
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Minutes

Regular Meeting Held:
Thursday, November 13, 1986

1815 Egbert Avenue
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 1815 Egbert Avenue, San Francisco, California on Thursday, November 13, 1986 at 4:00 a.m.

1. ROLL CALL:

The meeting was called to order by President Fussell at 4:00 p.m.

Roll Call found the following members to be:

PRESENT: James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President
Joan San Jule, Commissioner
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
L. Kirk Miller, Commissioner
James McNamara, Commissioner

A quorum was present.

ALSO PRESENT: James E. Clay, Executive Director
Geraldine Chavis, Legal Counsel

2. VISITORS:

Christine Neal, Alice Griffith

3. APPROVAL OF AGENDA:

Commissioner Brooks moved to approve the agenda of November 13, 1986 and Commissioner Westbrook seconded the motion. The agenda of November 13, 1986 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Westbrook moved to approve the minutes of October 9, 1986 and Vice President Chuck seconded the motion. The minutes of October 9, 1986 were UNANIMOUSLY APPROVED.

Commissioner McNamara moved to amend Resolution No. 2884, Resolution Approving Installation of Card Access to Selected Housing Authority Properties, for the purpose of clarity, item No. 2 add "with Cardkey Systems". No. 2 should read: "That the Executive Director is authorized to expend an additional amount not to exceed $106,400 with Cardkey Systems for card access system installations." and Commissioner Westbrook seconded the motion. Commissioner Westbrook moved to adopt the minutes of October 23, 1986 as amended and Commissioner Brooks seconded the motion. The amended minutes of October 23, 1986 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Clay stated that he was invited to attend a meeting of the Public Protection Committee of the Board of Supervisors. The matter for review by the Committee was regarding security guards for Rosa Parks. Commissioner McNamara also attended the meeting.

President Fussell requested that the Executive Director write to the Board of Supervisors and let the Supervisors know that the Executive Director and the Commissioners are available to discuss issues and provide background information on the Authority.

6. REPORT OF SECRETARY:

The Report of Secretary has been submitted in written form.

As requested by Commissioner San Jule, Mr. Clay updated the Commission on the status of negotiations with the various unions.

Commissioner Miller expressed some concerns regarding an item in the Secretary's Report referring to providing housing for the elderly on the Ping Yuen development. Mr. Clay clarified that he reported this item in the Report of Secretary for informational purposes only. No action is required of the Commission at this time. At such time that Commission action is required, it will first be brought before the Site and Design Committee.

7. COMMITTEE REPORT:

President Fussell stated that the Finance Committee met on Friday, November 7 and reviewed some of the items under new business for approval by the full Commission.

Commissioner Miller stated that the Site and Design Committee met on Wednesday, November 12 and reviewed some items under new business for approval by the full Commission. He gave a status report on Plaza West and 440 Turk Street.

8. REPORT OF COUNSEL:

A written Report of Counsel has been submitted. Counsel Chavis provided a brief update.

9. TENANT REPRESENTATIVE REPORT:

Dollie Smith, President of PHTA, submitted the Report of PHTA Activities. Ms. Smith introduced Mary Jo Smith of PHTA. Mary Jo Smith attended the NTO conference in Washington, D.C. Ms. Mary Jo Smith presented Certificates of Appreciation from NTO to Ms. Mary Rogers and Ms. Cleo Wallace.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

(a) RESOLUTION NO. 2888

RESOLUTION OF APPRECIATION TO
MR. DOON CHAN
EMPLOYEE OF THE MONTH - OCTOBER 1986
* * * * * * * * * * * * * * * * * * * *

WHEREAS, the San Francisco Housing Authority extends its appreciation each month to an employee for an outstanding job performance; and

WHEREAS, Mr. Doon Chan has been consistent in his job performance; he has proven to be reliable and is motivated by his own initiative and work ethics, doing more than is asked of him; and

WHEREAS, Mr. Chan has been commended by the residents of the Housing Authority for his outstanding job performance;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

The San Francisco Housing Authority and its Executive Director/Secretary express their appreciation and commendation to Mr. Doon Chan as the October 1986 Employee of the Month.

/s/ James G. Fussell, Jr.
James G. Fussell, Jr.
President

/s/ Harry Chuck
Reverend Harry Chuck
Vice President

/s/ Joan San Jule
Joan San Jule, Commissioner

/s/ Betty Brooks
Betty Brooks, Commissioner

/s/ Elouise Westbrook
Elouise Westbrook, Commissioner

/s/ L. Kirk Miller
L. Kirk Miller, Commissioner

/s/ James McNamara
James McNamara, Commissioner

/s/ James E. Clay
James E. Clay
Secretary/Executive Director

President Fussell read aloud Resolution No. 2888 and asked Mr. Doon (Willie) Chan, Employee of the Month for October, to come forward and receive his commendation. Commissioner Westbrook suggested that in the future, background information be provided on the Employee of the Month.

President Fussell asked Commissioner McNamara to present the plaque to Mr. Chan. The audience and Commission applauded Mr. Chan for being selected Employee of the Month for October 1986.

(b) RESOLUTION NO. 2889
(As Amended)

RESOLUTION AUTHORIZING THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO TO JOIN WITH OTHER PUBLIC HOUSING AUTHORITIES IN THE FORMATION OF A CAPTIVE INSURANCE COMPANY

* *

WHEREAS, the Commission of the Housing Authority of the City and County of San Francisco is a member of the Council of Large Public Housing Authorities and supports the purposes of the Insurance Crisis Study Group;

WHEREAS, the Insurance Crisis Study Group has studied various group insurance alternatives and recommends the formation of a captive insurance company in the State of Vermont;

WHEREAS, the Council of Large Public Housing Authorities anticipates filing the necessary Application for Admission with the Vermont Department of Banking and Insurance for the formation of such captive insurance company for public housing authorities;

WHEREAS, such a captive insurance company may offer broad insurance coverages at reasonable cost to participating public housing authorities;

NOW, THEREFORE, BE IT RESOLVED that the Commission of the Housing Authority of the City and County of San Francisco does hereby express its intent to participate in such application process and to secure insurance coverages from such captive insurance company.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Executive Director is authorized to take the necessary steps required to pursue participation in the Captive Insurance Company, including making an assessment of financial feasibility for adoption by the Commission.

APPROVED AS TO FORM:

_____
Legal Counsel

_____
Date

For the purpose of clarity Commissioner Miller moved to make the following amendment to the resolution: First "Be it Resolved" clause, delete "if it is financially feasible to do so." and the Second "Resolved" clause add at the end of the sentence "for adoption by the Commission." Vice President Chuck seconded the motion. The amendment was UNANIMOUSLY ADOPTED.

Commissioner Westbrook moved to adopt Resolution No. 2889 as amended and Commissioner Brooks seconded the motion. Resolution No. 2889 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 2890

RESOLUTION AUTHORIZING TRAVEL TO CHICAGO, ILLINOIS, NOVEMBER 18, 1986 TO ATTEND A MEETING OF THE COUNCIL OF LARGE PUBLIC HOUSING AUTHORITIES

* *

WHEREAS, the Council of Large Public Housing Authorities will hold a meeting in Chicago, Illinois on November 18, 1986; and

WHEREAS, the San Francisco Housing Authority is a member of the Council of Large Public Housing Authorities; and

WHEREAS, the conference will deal with the insurance crisis facing all housing authorities; and

WHEREAS, this Authority deems that the attendance of the Executive Director at this conference is important and essential to the Housing Authority's conduct of its low-rent housing program;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director be authorized to travel to Chicago, Illinois for the purpose of attending the Council of Large Public Housing Authorities meeting.

2. That travel be in conformance with rules and regulations of the travel policy of this Authority.

3. That this Resolution shall become effective immediately.

APPROVED AS TO FORM:

_____

Geraldine L. Chavis, Legal Counsel

Date: _____

Commissioner McNamara moved to adopt Resolution No. 2890 and Vice President Chuck seconded the motion. Resolution No. 2890 was unanimously adopted.

(d) RESOLUTION NO. 2891

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND DAVID K. LOW AND ASSOCIATES, INC. MECHANICAL ENGINEERS FOR ENGINEERING SERVICES REQUIRED FOR MODERNIZATION WORK FOR THE EXISTING BOILER PLANTS AND ASSOCIATED HEATING SYSTEMS FOR THE FOLLOWING PROPERTIES:

1.	CAL 1-10	Potrero Annex
2.	CAL 1-11	North Beach
3.	CAL 1-15	Ping Yuen
4.	CAL 1-18(6)	Ping Yuen Annex
5.	CAL 1-19(1)	990 Pacific Avenue
6.	CAL 1-18(1)	John F. Kennedy Towers
7.	CAL 1-37	491 - 31st Avenue
8.	CAL 1-39	939 Eddy Street
9.	CAL 1-39	951 Eddy Street
10.	CAL 1-34	363 Noe Street

* *

WHEREAS, the above properties have boiler plants and associated systems in various conditions of deterioration that will require mechanical engineering services to assist Authority staff in providing optimum operating conditions with energy efficient and low maintenance operation; and

WHEREAS, the Department of Housing and Urban Development (HUD) has allocated funds for the boiler plant modernization work in the Authority's CAL 1-910 Comprehensive Improvement Assistance Program (C.I.A.P.) Budget; and

WHEREAS, Authority staff has contacted mechanical engineering firms regarding this work and after a review of qualifications, experience and availability recommends David K. Low and Associates, Inc. as the appropriate firm for the engineering services; and

WHEREAS, David K. Low and Associates, Inc. has agreed to provide the required engineering services for the following properties and fees:

1.	CAL 1-10	Potrero Annex	$16,350.18
2.	CAL 1-11	North Beach	$18,422.25
3.	CAL 1-15	Ping Yuen	$ 6,680.52
4.	CAL 1-18(6)	Ping Yuen Annex	$ 4,823.28
5.	CAL 1-19(1)	990 Pacific Avenue	$ 4,823.28
6.	CAL 1-18(1)	John F. Kennedy	$ 4,823.28
7.	CAL 1-37	491- 31st Avenue	$ 3,252.48
8.	CAL 1-39	939 Eddy Street	$ 1,201.20
9.	CAL 1-39	951 Eddy Street	$ 1,201.20
10.	CAL 1-34	363 Noe Street	$ 2,402.40
	TOTAL		$63,980.07

WHEREAS, HUD has provided funds for such engineering services in the Authority's CAL 1-910 Budget;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a engineering services contract with David K. Low and Associates, Inc. for the following properties and fees:

1.	CAL 1-10	Potrero Annex	$ 16,350.18
2.	CAL 1-11	North Beach	$ 18,422.25
3.	CAL 1-15	Ping Yuen	$ 6,680.52
4.	CAL 1-18(6)	Ping Yuen Annex	$ 4,823.28

5.	CAL 1-19(1)	990 Pacific Avenue	$ 4,823.28
6.	CAL 1-18(1)	JFK Towers	$ 4,823.28
7.	CAL 1-37	491-31st Avenue	$ 3,252.48
8.	CAL 1-39	939 Eddy Street	$ 1,201.20
9.	CAL 1-39	951 Eddy Street	$ 1,201.20
10.	CAL 1-34	363 Noe Street	$ 2,402.40
		TOTAL	$ 63,980.07

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
GERALDINE CHAVIS
Legal Counsel

_____
Date

(e) RESOLUTION NO. 2892

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND ENTEK CORPORATION, MECHANICAL ENGINEERS FOR ENGINEERING SERVICES REQUIRED FOR MODERNIZATION WORK FOR THE EXISTING BOILER PLANTS AND ASSOCIATED HEATING SYSTEMS FOR THE FOLLOWING PROPERTIES:

1.	CAL 1-4	Valencia Gardens
2.	CAL 1-5	3131-26th Street
3.	CAL 1-18(4)	Alice Griffith
4.	CAL 1-1	Holly Courts
5.	CAL 1-8	Westside Courts
6.	CAL 1-18(7)	Hayes Valley, Sites A, B & C
7.	CAL 1-23	1880 Pine Street
8.	CAL 1-27	350 Ellis Street
9.	CAL 1-28	666 Ellis Street
10.	CAL 1-35	2698 California Street

* *

WHEREAS, the above properties have boiler plants and associated systems in various conditions of deterioration that will require mechanical engineering services to assist Authority staff in providing optimum operating conditions with energy efficient and low maintenance operation; and

WHEREAS, the Department of Housing and Urban Development (HUD) has allocated funds for the boiler plant modernization work in the Authority's CAL 1-910 Comprehensive Improvement Assistance Program (C.I.A.P.) Budget; and

WHEREAS, Authority staff has contacted mechanical engineering firms regarding this work and after a review of qualifications, experience and availability recommends ENTEK Corporation as the appropriate firm for the engineering services; and

WHEREAS, ENTEK Corporation will be instructed to provide the required engineering services for the following properties and fee:

1.	CAL 1-4	Valencia Gardens
2.	CAL 1-5	3131-26th Street
3.	CAL 1-18(4)	Alice Griffith
4.	CAL 1-1	Holly Courts
5.	CAL 1-8	Westside Courts
6.	CAL 1-18(7)	Hayes Valley, Sites A, B & C

7.	CAL 1-23	1880 Pine Street
8.	CAL 1-27	350 Ellis Street
9.	CAL 1-28	666 Ellis Street
10.	CAL 1-35	2698 California Street

TOTAL NOT TO EXCEED $80,000

WHEREAS, HUD has provided funds for such engineering services in the Authority's CAL 1-910 Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a engineering services contract with ENTEK Corporation for the following properties in the total amount NOT TO EXCEED $80,000.

1.	CAL 1-4	Valencia Gardens
2.	CAL 1-5	3131-26th Street
3.	CAL 1-18(4)	Alice Griffith
4.	CAL 1-1	Holly Courts
5.	CAL 1-8	Westside Courts
6.	CAL 1-18(7)	Hayes Valley, Sites A, B & C
7.	CAL 1-23	1880 Pine Street
8.	CAL 1-27	350 Ellis Street
9.	CAL 1-28	666 Ellis Street
10.	CAL 1-35	2698 California Street

TOTAL NOT TO EXCEED $80,000

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
GERALDINE CHAVIS
Legal Counsel

_____
Date

(f) RESOLUTION NO. 2893

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND RAYMOND BROOKS ENGINEERING MECHANICAL ENGINEERS FOR ENGINEERING SERVICES REQUIRED FOR MODERNIZATION WORK FOR THE EXISTING BOILER PLANTS AND ASSOCIATED HEATING SYSTEMS FOR THE FOLLOWING PROPERTIES:

1.	CAL 1-18(10)	255 Woodside Gardens
2.	CAL 1-19(2)	1750 McAllister Street
3.	CAL 1-32	1760 Bush Street
4.	CAL 1-18(2)	Plaza East
5.	CAL 1-18(13)	Mission Dolores
6.	CAL 1-20	3850-18th Street
7.	CAL 1-21	320/330 Clementina
8.	CAL 1-31	25 Sanchez
9.	CAL 1-30	345 Hermann Street
10.	CAL 1-29	345 Arguello Blvd.

* *

WHEREAS, the above properties have boiler plants and associated systems in various conditions of deterioration that will require mechanical engineering services to assist Authority staff in

providing optimum operating conditions with energy efficient and low maintenance operation; and

WHEREAS, the Department of Housing and Urban Development (HUD) has allocated funds for the boiler plant modernization work in the Authority's CAL 1-910 Comprehensive Improvement Assistance Program (C.I.A.P.) Budget; and

WHEREAS, Authority staff has contacted mechanical engineering firms regarding this work and after a review of qualifications, experience and availability recommends Raymond Brooks Engineering as the appropriate firm for the engineering services; and

WHEREAS, Raymond Brooks Engineering has agreed to provide the required engineering services for the following properties and fees:

1.	CAL 1-18(10)	255 Woodside Gardens	$ 6,600.00
2.	CAL 1-19(2)	1750 McAllister St.	$ 4,400.00
3.	CAL 1-32	1760 Bush Street	$13,200.00
4.	CAL 1-18(2)	Plaza East	$12,100.00
5.	CAL 1-18(13)	Mission Dolores	$ 5,500.00
6.	CAL 1-20	3850-18th Street	$ 6,600.00
7.	CAL 1-21	320/330 Clementina	$ 4,400.00
8.	CAL 1-31	25 Sanchez St.	$ 6,600.00
9.	CAL 1-30	345 Hermann St.	$ 4,400.00
10.	CAL 1-29	345 Arguello Blvd.	$ 4,400.00
		TOTAL	$68,200.00

WHEREAS, HUD has provided funds for such engineering services in the Authority's CAL 1-910 Budget;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to execute a engineering services contract with Raymond Brooks Engineering for the following properties and fees:

1.	CAL 1-18(10)	255 Woodside Gardens	$ 6,600.00
2.	CAL 1-19(2)	1750 McAllister St.	$ 4,400.00
3.	CAL 1-32	1760 Bush Street	$ 13,200.00
4.	CAL 1-18(2)	Plaza East Annex	$ 12,100.00
5.	CAL 1-18(13)	Mission Dolores	$ 5,500.00
6.	CAL 1-20	3850 18th Street	$ 6,600.00
7.	CAL 1-21	320/330 Clementina	$ 4,400.00
8.	CAL 1-31	25 Sanchez Street	$ 6,600.00
9.	CAL 1-30	345 Hermann Street	$ 4,400.00
10.	CAL 1-29	345 Arguello Blvd.	$ 4,400.00
		TOTAL	$ 68,200.00

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
GERALDINE CHAVIS, Legal Counsel

Date:_____

Commissioner Westbrook moved to adopt Resolutions No. 2891, No. 2892 and No. 2893 and Commissioner Brooks seconded the motion. Resolutions No. 2891, No. 2892 and No. 2893 passed by MAJORITY VOTE with Commissioner Miller abstaining.

(g) RESOLUTION NO. 2894

RESOLUTION AUTHORIZING THE GENERAL REPAIR
OF THIRTEEN (13) VACANT UNITS AT
YERBA BUENA PLAZA EAST CAL 1-18(2)
* *

WHEREAS, the Authority has been alloted funds by HUD, as part of the Comprehensive Improvement Assistance Program, (CIAP) and Community Development Block Grant for the repair of Authority owned vacant units; and

WHEREAS, there are thirteen (13) moderately to heavily damaged units at Plaza East; and

WHEREAS, the Authority solicited bids for the repair of the thirteen (13) vacant units at Yerba Buena Plaza East; and

WHEREAS, on August 28, 1986 the following three bids were received and publicly opened and read aloud:

BIDDER	BID AMOUNT
Angotti & Reilly, Inc.	$179,795.00
Agbayani Construction Co.	$ 92,300.00
Leon Carlen Construction, Inc.	$ 87,354.00

WHEREAS, the low bidder has failed to provide the required Performance and Payment Security for this repair work; and

WHEREAS, the Authority has negotiated with the next low bidder and found the bid to be in compliance with all requirements of the bid proposal; and

WHEREAS, the negotiated bid is within this funding allocation;

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Resolution No. 2885 awarding the contract to Leon Carlen is cancelled.

2. The Executive Director is authorized and directed to execute a contract with Agbayani Construction Co. on behalf of the Authority in the amount not to exceed:

$96,089.00
($87,354.00 + 10% Contingency)

APPROVED AS TO FORM:

_____
Geraldine Chavis
Legal Counsel

_____
Date

(h) RESOLUTION NO. 2895

RESOLUTION AUTHORIZING THE GENERAL REPAIR
OF TWENTY TWO (22) VACANT UNITS
AT POTRERO TERRACE CAL 1-2 (5)
* *

WHEREAS, the Authority has been alloted funds by HUD, as part of the Comprehensive Improvement Assistance Program, (CIAP) and Community Development Block Grant for the repair of Authority owned vacant units; and

WHEREAS, there are twenty-two (22) moderately to heavily damaged units at Potrero Terrace; and

WHEREAS, the Authority solicited bids for the repair of the twenty-two (22) vacant units at Potrero Terrace; and

WHEREAS, on August 21, 1986 the following two bids were received and publicly opened and read aloud:

BIDDER	BID AMOUNT
Angotti & Reilly, Inc./T.E. Joo	$387,200.00
Leon Carlen Construction, Inc.	$176,995.00

WHEREAS, the low bidder has failed to provide the required Performance and Payment Security for this repair work; and

WHEREAS, the Authority has negotiated with the next low bidder and found the bid to be in compliance with all requirements of the bid proposal; and

WHEREAS, the negotiated bid is within this funding allocation;

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Resolution No. 2872 awarding the contract to Leon Carlen is cancelled.

2. The Executive Director is authorized and directed to execute a contract with Angotti & Reilly, Inc./T.E. Joo on behalf of the Authority in the amount not to exceed:

$244,000.00
($222,000.00 + 10% Contingency)

APPROVED AS TO FORM:

_____
Geraldine Chavis
Legal Counsel

_____
Date

President Fussell stated that items (g) and (h) went before the Site and Design Committee. Commissioner McNamara moved to adopt Resolutions No. 2894 and No. 2895 and Commissioner San Jule seconded the motion. Resolutions No. 2894 and No. 2895 were UNANIMOUSLY ADOPTED.

(i) RESOLUTION NO. 2896

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND TECTONICS FOR REQUIRED CONSULTING FOR THE REPLACEMENT OF ALICE GRIFFITH, CAL 1-18(4) ROOF COVERINGS

* *

WHEREAS, the roof coverings at the Alice Griffith Housing Project, are in poor condition and in need of replacement; and

WHEREAS, the Department of Housing and Urban Development will allocate funds for the replacement of these roofs in the Authority's CA-1-912 Comprehensive Improvement Assistance Program Budget; and

WHEREAS, a roofing consulting firm is required to assist Authority staff in the design and development of roof covering replacement construction documents for this work; and

WHEREAS, Authority staff had contacted six (6) firms regarding roofing work and after a review of their qualifications, experience and availability recommends Tectonics, as the appropriate firm for this work; and

WHEREAS, Tectonics has agreed to provide the required consulting services for a fee of $6,226.50; and

WHEREAS, HUD will provide funds for such consulting in the CA-1-912 Budget;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director be and he is authorized to execute an agreement with Tectonics to provide required consulting for the replacement of roof coverings at the Alice Griffith facility for a fee of $6,226.50.

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
GERALDINE CHAVIS
Legal Counsel

_____
Date

(j) RESOLUTION NO. 2897

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND THOROUGHBRED SYSTEMS, INC., FOR REQUIRED CONSULTING FOR THE REPLACEMENT OF 345 ARGUELLO BLVD., CAL 1-29 AND THE GREAT HIGHWAY, CAL 1-35 ROOF COVERINGS

* *

WHEREAS, the roof coverings at the 345 Arguello Boulevard and the Great Highway Housing Projects, are in poor condition and in need of replacement; and

WHEREAS, the Department of Housing and Urban Development will allocate funds for the replacement of these roof coverings in the Authority's CA-1-912 Budget; and

WHEREAS, a roofing consulting firm is required to assist Authority staff in the design and development of construction documents for this work; and

WHEREAS, Authority staff has contacted six (6) firms regarding roofing work and after a review of their qualifications, experience and availability recommends the Thoroughbred Systems, Inc., as the appropriate firm for this work; and

WHEREAS, Thoroughbred Systems, Inc., has agreed to provide the required consulting services for the following fees:

345 Arguello Blvd.	$5,160.00
Great Highway	$5,660.00

WHEREAS, HUD will provide funds for such engineering in the CA-1-912 Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director be and is authorized to execute an agreement with Thoroughbred Systems, Inc. to provide required consulting for the replacement of roof coverings at 345 Arguello Boulevard and Great Highway for the following fees:

345 Arguello Boulevard	$5,160.00
Great Highway	$5,660.00

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
GERALDINE CHAVIS
Legal Counsel

_____
Date

Commissioner Westbrook moved to adopt Resolutions No. 2896 and No. 2897 and Commissioner Brooks seconded the motion. Resolutions No. 2896 and No. 2897 were UNANIMOUSLY ADOPTED.

(k) RESOLUTION NO. 2898

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH SERVICE EMPLOYEES INTERNATIONAL UNION LOCAL 14

* *

WHEREAS, the Authority, in the interest of strengthening and improving the meeting and conferring process with SEIU Local 14, reached agreements on issues related to wages, hours of work and working conditions for members of the bargining unit; and

WHEREAS, the agreements reached between the Union and the Authority will provide a basis for improving the work life of our employees and services to our residents:

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Commission approves the Memorandum of Understanding with SEIU Local 14.

2. The Executive Director is hereby authorized to execute this Memorandum of Understanding to be effective October 1, 1986 through September 30, 1988.

3. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
GERALDINE CHAVIS
LEGAL COUNSEL

_____
DATE

Vice President Chuck moved to adopt Resolution No. 2898 and Commissioner San Jule seconded the motion. Resolution No. 2898 was UNANIMOUSLY ADOPTED.

(1) RESOLUTION NO. 2899

RESOLUTION AFFIRMING THE COMMITMENT OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION TO THE IMPLEMENTATION OF CONSULTANT RECOMMENDATIONS TO RESOLVE MANAGEMENT AND OPERATIONAL SERVICES

* *

WHEREAS, the Authority is experiencing critical management and operational problems associated with the automation of its maintenance and inventory control systems, the standardization of its bidding and contracting processes, and the training of its supervisory and management personnel; and

WHEREAS, the Department of Housing and Urban Development has designated the Authority a "troubled housing authority"; and

WHEREAS, in an effort to assist this and other troubled housing authorities, the U. S. Department of Housing and Urban Development informed the Authority, on May 6, 1986, of its willingness to provide, at no cost to the Authority, the services of highly qualified independent consultants of the aforementioned management and operational problems; and

WHEREAS, the recommendations of the consultants may substantially improve the management and operations of the Authority;

NOW, THEREFORE, BE IT RESOLVED, BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Commission affirms its commitment to cooperate fully with the consultants in the development of detailed recommendations for the resolution of the aforementioned management and operational problems;

2. The Commission affirms its commitment to the implementation of those consultant recommendations which are mutually agreed to for the resolution of the aforementioned management and operational problems;

3. Resolution No. 2845 dated July 24, 1986 is hereby rescinded.

4. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

_____

Geraldine L. Chavis
Legal Counsel

_____

Date

Vice President Chuck moved to adopt Resolution No. 2899 and Commissioner San Jule seconded the motion. Resolution No. 2899 was UNANIMOUSLY ADOPTED.

(m) RESOLUTION NO. 2900

RESOLUTION GRANTING A GAS EASEMENT
TO PACIFIC GAS AND ELECTRIC COMPANY,
TO SERVICE PROJECT CAL 1-4, VALENCIA GARDENS
* *

WHEREAS, the underground distribution gas lines at Valencia Gardens have deteriorated to a point where they have become a health hazard; and

WHEREAS, this Authority has received HUD funds to have PG&E install a new underground system; and

WHEREAS, the most economical way to accomplish this replacement of gas lines is to allow PG&E to install a gas main in the parking lot of said project; and

WHEREAS, such arrangement requires an easement by PG&E, to implement and service such gas main; and

WHEREAS, staff has reviewed the feasibility of such an easement and finds that there will be no adverse effects to Housing Authority property nor the residents;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the easement as shown and described in attachment #1 and #1a (which is attached to this Resolution in body and reference) is approved for the purpose as stated.

2. That this approval is conditioned upon the understanding that no activities as performed by PG&E, in any manner or form shall adversely affect Housing Authority residents residing in the project, nor Housing Authority property.

3. Furthermore, that the Executive Director is hereby directed and authorized to do everything proper to execute this easement.

/Attachment

APPROVED AS TO FORM:

_____
GERALDINE CHAVIS
Legal Counsel

_____
Date

This item was presented to the Site and Design Committee and approved for adoption by the full Commission.

Commissioner Miller moved to adopt Resolution No. 2900 and Commissioner Westbrook seconded the motion. Resolution No. 2900 was UNANIMOUSLY ADOPTED.

(n) RESOLUTION NO. 2901

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE AN AGREEMENT WITH THE PACIFIC GAS AND ELECTRIC COMPANY FOR REQUIRED GAS METER ENCLOSURES AT SUNNYDALE, CAL 1-3

* *

WHEREAS, new underground gas lines and meters have been installed at Sunnydale, CAL 1-3, by the Pacific Gas and Electric Company; and

WHEREAS, these new gas meters require protection to prevent damage to the equipment and harm to the public; and

WHEREAS, the Pacific Gas and Electric Company has agreed to install protective enclosures where required for a total cost of $37,840; and

WHEREAS, Department of Housing and Urban Development CA-1-907 Comprehensive Improvement Assistance Program funds are available for this work;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director be and he is authorized to execute an agreement with the Pacific Gas and Electric Company to provide the required meter enclosures for a total cost of $37,840.

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
GERALDINE CHAVIS
Legal Counsel

_____
Date

Commissioner San Jule moved to adopt Resolution No. 2901 and Commissioner Brooks seconded the motion. Resolution No. 2901 was UNANIMOUSLY ADOPTED.

(o)

RESOLUTION NO. 2902

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR THE INSTALLATION OF A FIRE SPRINKLER SYSTEM AT HAYES VALLEY, CAL 1-18(7)

* *

WHEREAS, on September 24, 1986, this Authority advertised for bids for the installation of a fire sprinkler system at Hayes Valley, CAL 1-18(7), to provide improved fire sprinklers at that project; and

WHEREAS, on October 21, 1986, one bid was received and publicly opened and read aloud:

Bidder	Bid Amount
E. MITCHELL, INC.	$308,840

WHEREAS, Authority staff has evaluated the bid and found the bid to be in compliance with all requirements of the bid proposal; and

WHEREAS, HUD funding as part of the Authority's CA-1-913 Comprehensive Improvement Assistance Program has been allocated for this work; and

WHEREAS, the low bid received is within this funding allocation;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That a contract for the work be awarded to E. Mitchell, Inc. in the amount of $308,840.

2. That this action shall not constitute notice to the Bidder of the award of contract, and no award shall be effective until the contractor is given written notice thereof.

3. That the Executive Director/Secretary is authorized and directed to execute a contract with the above mentioned contractor on behalf of this Authority.

APPROVED AS TO FORM:

_____
GERALDINE CHAVIS
Legal Counsel

_____
Date

(p) RESOLUTION NO. 2903

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR THE INSTALLATION OF A FIRE SPRINKLER SYSTEM AT WESTSIDE COURTS, CAL 1-8

* *

WHEREAS, on October 8, 1986, this Authority advertised for bids for the installation of a fire sprinkler system at Westside Courts, CAL 1-8, to provide improved fire protection at that project; and

WHEREAS, on October 30, 1986, one bid was received and publicly opened and read aloud:

Bidder	Bid Amount
E. MITCHELL, INC.	$145,660

WHEREAS, Authority staff has evaluated the bid and found the bid to be in compliance with all requirements of the bid proposals; and

WHEREAS, HUD funding as part of the Authority's CA-1-913 Comprehensive Improvement Assistance Program has been allocated for this work; and

WHEREAS, the bid received is within this funding allocation;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That a contract for the work be awarded to E. Mitchell, Inc., in the amount of $145,660.

2. That this action shall not constitute notice to the Bidder of the award of contract, and no award shall be effective until the contractor is given written notice thereof.

3. That the Executive Director/Secretary is authorized and directed to execute a contract with the above mentioned contractor on behalf of this Authority.

APPROVED AS TO FORM:

_____
GERALDINE CHAVIS
Legal Counsel

_____
Date

This item went before Finance Committee. Commissioner Miller moved to adopt Resolutions No. 2902 and No. 2903 and Vice President Chuck seconded the motion. Resolutions No. 2902 and No. 2903 were adopted by MAJORITY VOTE with one no vote from Commissioner Westbrook.

(q) RESOLUTION NO. 2904

RESOLUTION AUTHORIZING MAINTENANCE SERVICE CONTRACTS FOR COMPUTER EQUIPMENT AND COPY MACHINES

* *

WHEREAS, the Authority owns computer and copier equipment which must be serviced and maintained; and

WHEREAS, a maintenance service contract was awarded to Sorbus Company in January, 1986 for the balance of the fiscal year which resulted in a considerable cost savings to the Authority; and

WHEREAS, contracts were awarded to Memorex Corporation and General Datacomm for fiscal year 1986 which covered certain brands of computer equipment not serviceable by Sorbus Company; and

WHEREAS, Savin Corporation and Xerox Corporation were awarded contracts in fiscal year 1986 to provide preventative maintenance on copier equipment; and

WHEREAS, Authority staff recommends that the existing maintenance contracts for computer and copier equipment be extended for the period of October 1, 1986 through, and including, September 30, 1987;

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized to extend the existing maintenance service contracts for computer and copier equipment in the following not-to-exceed amounts:

Sorbus Company	$ 33,000.00
General Datacomm	6,424.00
Memorex Corporation	4,493.50
Savin Corporation	7,622.00
Xerox Corporation	7,500.00

APPROVED AS TO FORM:

_____
Legal Counsel

_____
Date

Commissioner Westbrook moved to adopt Resolution No. 2904 and Commissioner San Jule seconded the motion. Resolution No. 2904 was UNANIMOUSLY ADOPTED.

(r) RESOLUTION NO. 2905

RESOLUTION APPROVING WRITE-OFF OF VACATED TENANT ACCOUNTS RECEIVABLE

* *

WHEREAS, HUD Handbook, 7511.1, Chapter 11, Section 1, details procedures relative to the write-offs of Tenant Accounts Receivable; and

WHEREAS, the Handbook requires that the write-offs of Tenant Accounts Receivable must be approved by the Board of Commissioners or by a designated official to whom such authority has been delegated by resolution of the Board of Commissioners; and

WHEREAS, the Board of Commissioners is authorized by Resolution No. 2784, dated February 27, 1986, to write off vacated accounts;

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Housing Authority of the City and County of San Francisco that:

1. Vacated accounts are approved for write-off as follows:

September 30, 1986 - $151,685.52

APPROVED AS TO FORM:

_____
GERALDINE CHAVIS
Legal Counsel

DATE: _____

Commissioner Brooks moved to adopt Resolution No. 2905 and Commissioner Westbrook seconded the motion. Resolution No. 2905 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of November 13, 1986 was adjourned at 5:07 p.m.

_____
JAMES G. FUSSELL, JR., President

James E. Clay
JAMES E. CLAY
Executive Director/Secretary

SAN FRANCISCO HOUSING AUTHORITY

1815 EGBERT AVENUE • SAN FRANCISCO, CALIFORNIA 94124 • TELEPHONE (415) 468-3800

Dianne Feinstein, *Mayor*
James G. Fussell, Jr., *President*
Reverend Harry Chuck, *Vice President*
Joan M. San Jule, *Commissioner*
Preston Cook, *Commissioner*
Betty Brooks, *Commissioner*
Elouise Westbrook, *Commissioner*
James McNamara, *Commissioner*

SF
H65
#4
12/6/86

NOVEMBER 24, 1986

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P U B L I C N O T I C E

DUE TO THE THANKSGIVING DAY HOLIDAY, THE NEXT REGULARLY SCHEDULED MEETING OF THE COMMISSION WILL NOT BE HELD ON THURSDAY, NOVEMBER 27, 1986.

THE NEXT REGULARLY SCHEDULED MEETING WILL BE HELD ON WEDNESDAY, NOVEMBER 26, 1986 at 4:00 p.m., at 1815 EGBERT AVENUE, SAN FRANCISCO, CALFORNIA.

James E. Clay

JAMES E. CLAY
SECRETARY/EXECUTIVE DIRECTOR

SF
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#1
1/26/86

REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, NOVEMBER 26, 1986 4:00 P.M., 1815 EGBERT AVENUE, SAN FRANCISCO CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * * *

1. ROLL CALL:

   James G. Fussell, Jr., President
   Reverend Harry Chuck, Vice President
   Joan M. San Jule, Commissioner
   Betty Brooks, Commissioner
   Elouise Westbrook, Commissioner
   L. Kirk Miller, Commissioner
   James McNamara, Commissioner

2. VISITORS:

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3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - Authorizing the Executive Director to Execute Selected Maintenance Service Contracts (Elevator Maintenance Service and Pest Control Service)

   (b) Resolution - Approving Amendment No. 11 to Section 8 Annual Contributions Contract No. SF-618 and Authorizing its Execution

   (c) Resolution - Authorizing the Execution of Amendment No. 65 To Annual Contributions Contract No. SF-255 Providing for the Deposit of Monies under a General Depositary Agreement; and the Issuance of Project Loan Notes and Permanent Notes

   (d) Resolution - Authorizing Execution of a Lease with VIACOM Cablevision to Install One Non-pay TV Cable Connection at Woodside Gardens Housing Complex

12. ADJOURNMENT:

James E. Clay

JAMES E. CLAY
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held:
Wednesday, November 26, 1986

1815 Egbert Avenue
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 1815 Egbert Avenue, San Francisco, California on Wednesday, November 26, 1986 at 4:00 p.m.

1. ROLL CALL:

The meeting was called to order by President Fussell at 4:05 p.m.

Roll Call found the following members to be:

PRESENT: James G. Fussell, Jr., President
Joan San Jule, Commissioner
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
L. Kirk Miller, Commissioner
James McNamara, Commissioner

ABSENT: Reverend Harry Chuck, Vice President

A quorum was present.

ALSO PRESENT: James E. Clay, Executive Director
Patricia A. Hall, Assistant Legal Counsel

2. VISITORS:

Fred Sorrells
Christine Neal, Alice Griffith
Janice G. Allen, 330 Clementina
Jewel Green, Hunters Point

3. APPROVAL OF AGENDA:

Commissioner San Jule moved to approve the agenda of November 26, 1986 and Commissioner Westbrook seconded the motion. The agenda of November 26, 1986 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Brooks moved to approve the minutes of November 13, 1986 and Commissioner San Jule seconded the motion. The minutes of November 13, 1986 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

Mr. Clay provided an update on the status of the hearings of the Public Protection Committee of the Board of Supervisors regarding security in senior buildings. The committee forwarded to the Board of Supervisors a resolution encouraging the mayor to provide funds for security at each of the senior buildings. The Mayor stated that the city does not have the money and further requested that the Commission review the projects to be funded with the $1 million the Authority received from the city. Perhaps some of those projects could be delayed in order to take

care of the security needs in senior buildings. If the Commission explores this option, she recommended that the Commission hold public hearings with the tenants so that they can express their views before making any final decisions. President Fussell requested that staff show current allocations and what the trade offs would be for funding security in senior buildings.

6. REPORT OF SECRETARY:

The Report of Secretary has been submitted in written form.

Mr. Clay called attention to the preliminary report from the management consultants, Automated Research Systems. On December 12, the consultants will be briefing the Assistant Secretary at HUD in Washington D.C. Mr. Clay stated that he will probably have to attend.

Commissioner McNamara asked about the problems regarding access to the general ledger. Mr. Clay stated that he would forward a report to him on this issue.

Commissioner Westbrook asked about the CLPHA meeting in Chicago regarding insurance. Mr. Clay called attention to a Summary Report on the Captive Insurance Workshop. The report was included in the Commission packet and outlined the components of the proposed joint venture. It is expected that the joint venture will start around March/April 1987. The Authority has insurance through January. Mr. Clay stated that after further study he will be able to report back to the Commission with recommendations sometime in January.

7. COMMITTEE REPORT:

None

8. REPORT OF COUNSEL:

The Report of Counsel has been submitted in written form.

9. TENANT REPRESENTATIVE REPORT:

There was no written report from PHTA. Mrs. Christine Neal introduced Ms. Janice Allen, newly appointed 2nd Vice President of PHTA.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

(a) RESOLUTION NO. 2906

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE SELECTED MAINTENANCE SERVICE CONTRACTS (ELEVATOR MAINTENANCE SERVICE AND PEST CONTROL SERVICE)

* *

WHEREAS, the Authority awards certain contracts for services required to support both the health and safety of tenants and the administrative staff of the Authority; and

WHEREAS, these contracts will be awarded to:

DEWEY PEST CONTROL
MONTGOMERY ELEVATOR

WHEREAS, contracts for these services covering the period of December 1, 1986 through, and including, September 30, 1987 is in the best economical and operations interest of the Authority; and

WHEREAS, the noted contracts will require the amount of:

DEWEY PEST CONTROL -	$ 99,500
MONTGOMERY ELEVATOR -	$150,000

WHEREAS, funds in the above amounts are available in the Authority's Fiscal Year 1986-87 operating budget; and

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the Executive Director of the Authority is authorized to contract for the service contracts listed above in the not-to-exceed dollar amounts.

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
Geraldine Chavis
Legal Counsel

_____
Date

Mr. Clay advised the Commission of the possibility that Westinghouse Elevator might protest the awarding of the bid to Montgomery Elevator. He explained the bid process and that while Westinghouse appeared to be the lowest bidder, their bid quote did not include all the specifications in the bid packet. Further, when legal counsel reviewed the bid documents, Westinghouse had submitted additional information indicating they would not comply with some of the insurance requirements and other apsects of the bid.

Commissioner Westbrook moved to adopt Resolution No. 2906 and Commissioner San Jule seconded the motion. Resolution No. 2906 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 2907

RESOLUTION APPROVING AMENDMENT NO. 11
TO SECTION 8 ANNUAL CONTRIBUTIONS CONTRACT
NO. SF-618 AND AUTHORIZING ITS EXECUTION
* *

The Housing Authority of the City and County of San Francisco (herein called the "PHA") entered into a Section 8 Annual Contributions Contract on December 23, 1975 (as amended), with the United States of America (herein called the "Government").

It is deemed advisable by the PHA and the Government to amend the Section 8 Annual Contributions Contract in the particulars indicated in such Amendment.

BE IT RESOLVED BY THE PHA, AS FOLLOWS:

1. The Amendment to the Annual Contributions Contract is hereby approved and accepted. The President or Vice President is hereby authorized and directed to execute three counterparts of the Amendment on behalf of the PHA, and the Secretary is hereby authorized to impress and attest the official seal of the PHA on each such counterpart and to forward such executed counterparts, or any of them, to the Government together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis, Legal Counsel

Date: _____

Commissioner Westbrook moved to adopt Resolution No. 2909 and Commissioner Brooks seconded the motion. Resolution No. 2909 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 2908

RESOLUTION AUTHORIZING THE EXECUTION OF
AMENDMENT NO. 65 TO ANNUAL CONTRIBUTIONS CONTRACT
NO. 255 PROVIDING FOR THE DEPOSIT OF MONIES UNDER A
GENERAL DEPOSITARY AGREEMENT AND THE ISSUANCE
OF PROJECT LOAN NOTES AND PERMANENT NOTES
* *

WHEREAS, the Housing Authority of the City and County of San Francisco (herein called the "Local Authority" proposed (1) to enter into an amendment to the existing Annual Contributions Contract (herein called the "Amendment") with the United States of America (herein called the "Government"); (2) to provide for the deposit of monies pursuant to a General Depositary Agreement; and (3) to authorize the issuance of its notes as evidence of advances to be made to the Local Authority pursuant to the Contract as amended, all with respect to any "Project" as defined in the Contract, as amended, and which at any time now or hereafter is incorporated under the terms of such Contract, as amended.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO AS FOLLOWS:

1. The Amendment to the Annual Contributions Contract is hereby approved and accepted and the President or Vice President is hereby authorized and directed to execute three (3) counterparts of the Amendment on behalf of the Local Authority, and the Secretary is hereby authorized to impress and attest the official seal of the Local Authority

on each such counterpart and to forward such executed counterparts, or any of them to the Government together with such other documents evidencing the approval and authorizing the execution thereof as may be required by the Government.

2. The Imperial Bank and the Local Authority have previously entered into a General Depositary Agreemment, form HUD 5911A dated April 2, 1984 which provides for the deposit of specified monies of ". . . one or more additional low rent housing projects . . .". The Local Authority hereby determines that pursuant to the terms of the Agreement the aforenamed Bank shall be the Depositary for the project established under this Amendment.

3. The Interim Executive Director is hereby authorized to file with the Government from time to time, as monies are required, requisitions together with the necessary supporting documents requesting advances to be made on account of the loan provided in the Contract, as amended, and the proper officers of the Local Authority shall prepare, execute and deliver to the Government Notes hereinafter authorized and shall accept payment therefor from the Government in cash and/or exchange for other Notes of the Local Authority, and such persons are authorized to do and perform all other things and acts required to be done or performed in order to obtain such advances. Cash proceeds from the sale of all Notes shall be deposited and disbursed only in accordance with the provisions of the Contract, as amended.

4. (A) In order to provide monies to finance the Development Cost of each Project and to refund, renew, extend or substitute for any Project Loan Notes (in the contract called "Advance Notes") or permanent Notes by this Resolution authorized to be issued (or any such notes by any other resolution authorized to be issued and which are outstanding, or on deposit for delivery pending payment therefor, as of the date this Resolution becomes effective), or for any Project Notes (in the Contract called "Temporary Notes") issued by the Local Authority in anticipation of the delivery of Project Loan or Permanent Notes of the Local Authority in an aggregate principal amount outstanding at any one time (whether authorized by this Resolution or any other resolution authorizing the issuance of Project Loan or Permanent Notes) equal to the Maximum Development Cost (or the Actual Development Cost if such amount has been determined) of each Project, less the sum of (1) the principal amount of Bonds issued to finance such Development Cost and (2) the principal amount of Project Loan, Permanent, or Project Notes issued to finance such Development Cost and which has then been retired from funds other than the proceeds of any loan obtained by the Local Authority.

(B) Each such Note shall bear interest and be payable in the form and manner prescribed by the Contract and this Resolution; shall be signed in the name of the Local Authority by the President or Vice President; shall have the official seal of the Local Authority impressed thereon and attested by the Secretary. Each Project Loan Note shall be in substantially the form of Form HUD-9204 and each Permanent Note shall be in substantially the form of Form HUD-52250, each of which form is incorporated herein by reference and made a part hereof. Project Loan Notes and Permanent Notes shall be issued to finance the Development Cost of Non-Permanently Finance Projects and Permanently Finance Projects, respectively.

(C) Each Note issued with respect to any Project shall be a direct and general obligation of the Local Authority, the full faith and credit of which is hereby pledged for the punctual payment of the principal of and interest on such Notes, and together with all other Notes issued pursuant to this Resolution, shall be additionally secured by (1) a first pledge of the annual contributions payable

to the Local Authority and authorized to be pledged to such payment pursuant to such payment pursuant to the Contract and (2) by a pledge of and lien on the Residual Receipts of such Project after providing for the payment of Bonds issued in respect to such Project.

(D) As additional security for the equal and ratable payment of the principal of and interest on each Note issued with respect to any Project, together with each other Note issued with respect to such Project, the Local Authority, to the fullest extent permitted by the Laws of the State, hereby pledges, mortgages, conveys and grants unto the Government all property described in the Contract constituting such Project, including that certain real property relating to each such Project and more particularly described in the trust instrument or any amendment thereto as executed and recorded by the Local Authority pursuant to the Contract; provided, that in respect to Permanently Financed Projects the lien of such pledge and mortgage and rights granted and conveyed pursuant to this paragraph shall (1) be junior to the Bonds and junior to the pledge of Residual Receipts securing the Bonds and (2) not be foreclosable until all Bonds shall have been paid and discharged in the manner provided in the Bond Resolutions. If the preceding sentence shall be adjudged by a court of competent jurisdiction to be invalid or ineffective it is the intention of the Local Authority to be fully obligated under the other provisions of this Resolution and that such judgement shall not impair or invalidate the obligation of the Local Authority to pay the principal of and the interest on each Note from other funds of the Local Authority as herein provided.

5. Whenever the following terms, or any of them, are used in this Resolution, the same, unless the context shall indicate another or different meaning or intent, shall be construed, and are intended to have meanings as follows:

   (1) the term "Resolution" shall mean this Resolution.

   (2) All other terms used in this Resolution and which are defined in the Contract shall have the respective meanings ascribed thereto in the Contract.

6. All resolutions or parts of resolutions heretofore adopted by the Local Authority which authorize the issuance and/or delivery of Advance, Project Loan or Permanent Notes pursuant to the Contract are hereby repealed: Provided, however, that such repeal shall in no way affect the validity of Advance, Project Loan or Permanent Notes issued pursuant to said resolutions which are outstanding or on deposit for delivery pending payment therefor on the date this Resolution become effective: Provided further, that the Project Loan Notes authorized by this Resolution shall be exchanged for any Advance Notes heretofore issued pursuant to any previous resolution.

7. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Counsel

Date: _____

Commissioner San Jule moved to adopt Resolution No. 2908 and Commissioner Brooks seconded the motion. Resolution No. 2908 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 2909

RESOLUTION AUTHORIZING EXECUTION OF A LEASE WITH VIACOM CABLEVISION TO INSTALL ONE NON-PAY T.V. CABLE CONNECTION AT WOODSIDE GARDENS HOUSING COMPLEX

* *

WHEREAS, Viacom Cablevision has been granted a non-exclusive cable television franchise to provide cable television service in all areas of the City of San Francisco; and

WHEREAS, Viacom, in a lease, has offered to provide, at its sole expense, television cable service to the Woodside Gardens Senior Citizens Housing Complex in exchange for:

1. the waiver of any form of monetary rent for the right of way to install the necessary underground cable on Housing Authority of the City and County of San Francisco property and

2. for the opportunity to sell pay-T.V. channel service to the individual tenants residing in the complex.

WHEREAS, the form of lease has been approved by the City Attorney; City Planning states that the arrangement does not affect the City's Master Plan; and Viacom has signed the lease agreement;

WHEREAS, the terms and provisions of the lease have been considered by both Legal Counsel and the Executive Director, and the lease is deemed to be beneficial to the tenants of the complex and both fiscally and legally sound;

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That the lease as set forth in Exhibit A which is attached hereto is incorporated herein by reference hereby approved;

2. That the Executive Director is hereby authorized to take all steps necessary to execute said lease;

3. That this Resolution shall take effect immediately.

/Attachment

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

_____
Date

Commissioner San Jule moved to adopt Resolution No. 2909 and Commissioner Miller seconded the motion. Resolution No. 2909 was UNANIMOUSLY ADOPTED.

VISITORS: Mr. Clay called on the following visitors who wished to address the Commission: Jewel Green, Hunters View - asked about having cable in Hunters Point; Fred Sorrells - seeking Section 8 housing (referred to Joe Johnson); and Janice Allen, 330 Clementina - concerned about pesticide spraying in her building, who the manager will be at 330 Clementina, and the need for more RAs in senior buildings.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of November 26, 1986 was adjourned at 5:15 p.m. Following the regular Commission meeting, the Commission went into Executive Session to discuss personnel matters.

JAMES G. FUSSELL, JR., President

James E. Clay

JAMES E. CLAY
Executive Director/Secretary

SAN FRANCISCO HOUSING AUTHORITY

1815 EGBERT AVENUE • SAN FRANCISCO, CALIFORNIA 94124 • TELEPHONE (415) 468-3800

Dianne Feinstein, *Mayor*
James G. Fussell, Jr., *President*
Reverend Harry Chuck, *Vice President*
Joan M. San Jule, *Commissioner*
Preston Cook, *Commissioner*
Betty Brooks, *Commissioner*
Elouise Westbrook, *Commissioner*
James McNamara, *Commissioner*

James E. Clay, *Executive Director/Secretary*

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DECEMBER 8, 1986

P U B L I C N O T I C E

THE REGULARLY SCHEDULED MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO WILL BE HELD AT 4:00 P.M., THURSDAY, DECEMBER 11, 1986 AT 1815 EGBERT AVENUE, SAN FRANCISCO, CALIFORNIA.

James E. Clay

JAMES E. CLAY
SECRETARY/EXECUTIVE DIRECTOR

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REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON THURSDAY, DECEMBER 11,1986 4:00 P.M., 1815 EGBERT AVENUE, SAN FRANCISCO CALIFORNIA

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * * *

1. ROLL CALL:

   James G. Fussell, Jr., President
   Reverend Harry Chuck, Vice President
   Joan M. San Jule, Commissioner
   Betty Brooks, Commissioner
   Elouise Westbrook, Commissioner
   L. Kirk Miller, Commissioner
   James McNamara, Commissioner

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2. VISITORS:

3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

10. UNFINISHED BUSINESS:

11. NEW BUSINESS:

   (a) Resolution - For the Purchase of 12 Two-Inch Standard Water Service Installations at Sunnydale Avenue, Cal 1-3

   (b) Resolution - Amending Resolution No. 2844 Dated July 24, 1986

   (c) Resolution - Authorizing the Executive Director to Execute a Contract Between the San Francisco Housing Authority and Williams and Burrows to Provide Construction Management Services During the Schematic Design Phase of the Development of New Units for Project Cal 1-43

   (d) Resolution - Authorizing the Executive Director to Expand the Agreement Between the San Francisco Housing Authority and ED2 International and Community Design Collaborative Architects in Association, to Revise and Complete Schematic Designs for Two Hundred and Three (203) New Apartments for Project Cal 1-43

   (e) Resolution - Authorizing the Adoption of the Tenant Admission and Continued Occupancy Policy

12. ADJOURNMENT:

James E. Clay

JAMES E. CLAY
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held:
Thursday, December 11, 1986

1815 Egbert Avenue
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 1815 Egbert Avenue, San Francisco, California on Thursday, December 11, 1986 at 4:00 p.m.

1. ROLL CALL:

The meeting was called to order by President Fussell at 4:00 p.m.

Roll Call found the following members to be:

PRESENT:
James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President (arrived 4:40)
Joan San Jule, Commissioner
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
L. Kirk Miller, Commissioner
James McNamara, Commissioner

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A quorum was present.

ALSO PRESENT:
James E. Clay, Executive Director
Geraldine Chavis, Legal Counsel

2. VISITORS:

Mary Lou McAlister, Valencia Gardens Senior Citizen
Christine Neal, Alice Griffith
Louise Hall, Alice Griffith
Jan Allen, 330 Clementina
Dollie Smith, Westbrook Apartments
Thomas Hardy, Westbrook Apartments
Evelyn Hardy, Westbrook Apartments
Janelle Pierce, Westbrook Apartments

3. APPROVAL OF AGENDA:

Mr. Clay requested the addition of two items under new business: (f) Resolution Authorizing Contract for 440 Turk Street Open Plan Furnishings Design and Installation; (g) Resolution Approving Change Order T-4 for 440 Turk Street Turnkey Project Cal 1-41.

Commissioner Brooks moved to approve the agenda of December 11, 1986 as amended and Commissioner San Jule seconded the motion. The amended agenda of December 11, 1986 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

Commissioner Westbrook moved to approve the minutes of November 26, 1986 and Commissioner McNamara seconded the motion. The minutes of November 26, 1986 were UNANIMOUSLY APPROVED.

5. GENERAL COMMUNICATIONS:

None

6. REPORT OF SECRETARY:

None

7. COMMITTEE REPORT:

8. REPORT OF COUNSEL:

The Report of Secretary has been submitted in written form.

9. TENANT REPRESENTATIVE REPORT:

Dollie Smith, President of PHTA, invited the Commissioners to PHTA's Christmas Party, Wednesday, December 17, 12:00 noon, 1111 Buchanan Street.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

(a) RESOLUTION NO. 2910

RESOLUTION FOR THE PURCHASE OF 12 TWO-INCH STANDARD WATER SERVICE INSTALLATIONS AT SUNNYDALE AVENUE, CAL 1-3

* *

WHEREAS, the Housing Authority of the City and County of San Francisco has entered into an agreement with E. Mitchell, Inc. for the replacement of the water distribution system known as WATER SYSTEM REPLACEMENT PROJECT at Sunnydale, CAL 1-3; and

WHEREAS, the Phase II contract work requires 12 new water meter services in Sunnydale Street; and

WHEREAS, the San Francisco Water Department has quoted a total price of $19,200 for the installation of said water meters; and

WHEREAS, funds exists in the CIAP Modernization Budget CA-1-910 sufficient to pay the quoted price.

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. $19,200 be paid to the San Francisco Water Department for the purchase of 12 two-inch water meter installations.

2. The Executive Director is authorized to place such order and pay the stated price.

3. This Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____

GERALDINE CHAVIS
Legal Counsel

_____

Date

Commissioner Westbrook moved to adopt Resolution No. 2910 and Commissioner San Jule seconded the motion. Resolution No. 2910 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 2911

RESOLUTION AMENDING RESOLUTION NO. 2844
DATED JULY 24, 1986
* * * * * * * * * * * * * * * * * * * *

WHEREAS, The Board of Commissioners wrote off $14,046,884 representing the amount that the audit firm of Touche Ross had determined as of July 24, 1986 could not be reconciled as a result of an ongoing audit for the period ending September 30, 1984; and

WHEREAS, Touche Ross has now completed its audit work and determined that $21 million is the final and correct amount for write-off; and

WHEREAS, the auditors have satisfied themselves that the amount of $21 million will lead to a correct interfund balance for the modernization, development, CDBG and Section 8 funds by use of alternative auditing procedures; and

WHEREAS, the auditors are prepared to issue a final report and opinion based on this action;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1) Any provisions of Resolution No. 2844 inconsistent with this resolution is superceded.

2) The amount of $21 million representing the amount that cannot be reconciled as a result of an audit of certain specific housing accounts and records for the period ending September 30, 1984 shall be written off.

3) The Executive Director is authorized and directed to forward a copy of the final audit report, along with this resolution and a request to approve the write-off to the Department of Housing and Urban Development (HUD).

APPROVED AS TO FORM:

_____
Geraldine L. Chavis, Legal Counsel

Date: _____

As requested by Commissioners McNamara and San Jule, Mr. Clay provided an explanation of the $21 million write off.

Commissioner Miller moved to adopt Resolution No. 2911 and Commissioner Brooks seconded the motion. Resolution No. 2911 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 2912

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND WILLIAMS AND BURROWS TO PROVIDE CONSTRUCTION MANAGEMENT SERVICES DURING THE SCHEMATIC DESIGN PHASE OF THE DEVELOPMENT OF NEW UNITS FOR PROJECT CAL 1-43

* *

WHEREAS, a Construction Management firm will provide invaluable assistance to the Authority and consulting architects in the development and construction of the new apartments at CAL 1-43; and

WHEREAS, the Authority has advertised for qualified firms, and after a detailed evaluation process, identified the firm of Williams and Burrows as the appropriate firm for this effort; and

WHEREAS, the first task of the Construction Manager will be to assist the architectural team in developing an economical schematic design and to provide a detailed construction cost estimate of the completed design; and

WHEREAS, Williams and Burrows has agreed to provide these schematic design phase services for a not to exceed fee of $16,000; and

WHEREAS, HUD has provided funding for this effort in the CAL 1-43 Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. That the Executive Director be and he is authorized to execute an Agreement with Williams and Burrows to provide schematic design phase Construction Management Services for the CAL 1-43 Project for a not to exceed fee of $16,000.

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
GERALDINE CHAVIS
Legal Counsel

_____
Date

Commissioner Miller moved to adopt Resolution No. 2913 and Commissioner Brooks seconded the motion. Resolution No. 2913 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 2913

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXPAND THE AGREEMENT BETWEEN THE SAN FRANCISCO HOUSING AUTHORITY AND ED2 INTERNATIONAL AND COMMUNITY DESIGN COLLABORATIVE ARCHITECTS IN ASSOCIATION, TO REVISE AND COMPLETE SCHEMATIC DESIGNS FOR TWO HUNDRED THREE (203) NEW APARTMENTS FOR PROJECT CAL 1-43

* *

WHEREAS, the architectural firms of ED2 International and Community Design Collaborative were retained by the Authority to develop a modified schematic design for the Yerba Buena Plaza West complex; and

WHEREAS, the modified schematic design has been completed and reviewed by the former Yerba Buena Plaza West residents, HUD, interested neighborhood organizations and the Authority; and

WHEREAS, the HUD development process requires that these modified schematics be revised to reflect the residents HUD and Authority's comments and to be fully completed; and

WHEREAS, HUD has now formally allocated funds to complete this architectural effort; and

WHEREAS, the firms of ED2 International and Community Design Collaborative have agreed to perform these additional services for an additional amount of $50,800.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. That the Executive Director be and he is authorized to extend the Agreement with ED2 International and Community Design Collaborative to provide complete schematic architectural designs for the CAL 1-43 Project for an additional fee of $50,800.

2. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
GERALDINE CHAVIS
Legal Counsel

_____
Date

Commissioner Miller moved to adopt Resolution No. 2913 and Commissioner Brooks seconded the motion. Resolution No. 2913 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO. 2914

RESOLUTION AUTHORIZING THE ADOPTION OF THE
TENANT ADMISSION AND CONTINUED OCCUPANCY POLICY
* *

WHEREAS, 24 Code of Federal Regulations, Part 900, requires Public Housing Agencies (PHAs) to establish tenant admission and continued occupancy requirements;

WHEREAS, the current Tenant Selection and Occupancy Policies of the Housing Authority of the City and County of San Francisco needs to be revised to comply with the requirements, standards, and criteria set forth in said regulation;

WHEREAS, various groups representing tenants' interests were given thirty (30) days written notice of the proposed changes and an opportunity to present written comments;

WHEREAS, the written comments received have been taken into consideration;

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The policy set forth in Exhibit A which is attached hereto and made a part hereof is hereby adopted as the Tenant Admission and Continued Occupancy Policy of the City and County of San Francisco;

2. The Executive Director is hereby authorized to take all steps necessary to implement and execute said tenant Admission and Continued Occupancy Policy;

3. A copy of said policy shall be readily accessible to applicants and tenants for review;

4. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis, Legal Counsel

Date: _____

Commissioner McNamara moved to adopt Resolution No. 2914 and Commissioner San Jule seconded the motion. Resolution No. 2914 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION NO. 2915

RESOLUTION AUTHORIZING CONTRACT FOR 440 TURK STREET
OPEN PLAN FURNISHINGS DESIGN AND INSTALLATION
* *

WHEREAS, the major portion of this Housing Authority's business function will be relocated to the 440 Turk Street office facility and senior housing complex currently under development upon its completion; and

WHEREAS, the subject new facility requires the design and installation of office workstations in its open plan work areas; and

WHEREAS, the Authority has taken competitive proposals on a unit-price basis from four pre-qualified vendors, whose names and proposal prices were:

1.	Rucker-Fuller	$163,061.18
2.	Beier & Gunderson	$172,191.96
3.	Shaw Walker	$181,110.27
4.	Holsinger	$190,519.15; and

WHEREAS, this Authority has determined the proposal by Rucker-Fuller to be accurate, complete and qualified; and

WHEREAS, funds for the proposed contract is provided in full in the HUD Turnkey Project Budget, Line 1475.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The proposed contract with RUCKER-FULLER is approved in the proposed amount of $163,061.18.

2. The Executive Director is authorized to execute said contract.

3. This Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
GERALDINE CHAVIS
Legal Counsel

_____
Date

Commissioner Westbrook moved to adopt Resolution No. 2915 and Commissioner San Jule seconded the motion. Resolution No. 2915 was UNANIMOUSLY ADOPTED.

(g) RESOLUTION NO. 2916

RESOLUTION APPROVING CHANGE ORDER T-4 FOR 440 TURK STREET TURNKEY PROJECT CAL 1-41

* *

WHEREAS, a turnkey Contract of Sale (hereinafter called "the Contract") executed on June 7, 1985 with Central City Developer, Inc. for a nine-story senior citizens and office development at 440 Turk Street, CAL 1-41; and

WHEREAS, the cost of additional work, identified as change order "T-4" requiring additional adjacent property shoring at the east property line of Lot 11, has been requested by Central City Developers for reimbursement; and

WHEREAS, the Housing Authority initially rejected such reimbursement on the basis that the required information to anticipate the cost for said work was described in Addendum No. 3 to the turnkey proposal information; and

WHEREAS, the Department of Housing and Urban Development has determined that said Addendum was defective as a means to properly issue the required information; and

WHEREAS, the funds for this additional cost are available in the project funding for the Turnkey Project;

NOW, THEREFORE, BE IT RESOVLED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. Change Order "T-4" for the specified work be approved in the amount of $23,256.00.

2. The Executive Director is authorized to execute said change order.

3. This Resolution becomes effectively immediately.

APPROVED AS TO FORM:

_____

Geraldine L. Chavis, Legal Counsel

Date: _____

Commissioner Brooks moved to adopt Resolution No. 2916 and Vice President Chuck seconded the motion. Resolution No. 2916 was adopted by MAJORITY VOTE with one no vote from Commissioner Miller.

VISITORS - Mr. Clay called on the following visitors who wished to address the Commission: Dollie Smith, Westbrook Apartments; Jonell Pierce, Westbrook Apartments; Jan Allen, 330 Clementina.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of December 11, 1986 was adjourned at 5:25 p.m. Following the regular Commission meeting, the Commission went into Executive Session to discuss personnel matters.

_____

JAMES G. FUSSELL, JR., President

_____

JAMES E. CLAY
Secretary/Executive Director

REGULAR MEETING OF THE SAN FRANCISCO HOUSING AUTHORITY COMMISSION WILL BE HELD ON Tuesday, December 23, 1986 AT 4:00 P.M., 1815 EGBERT AVENUE, SAN FRANCISCO, CALIF.

T E N T A T I V E A G E N D A

* * * * * * * * * * * * * * * *

1. ROLL CALL:

   James G. Fussell, Jr., President
   Reverend Harry Chuck, Vice President
   Joan M. San Jule, Commissioner
   Betty Brooks, Commissioner
   Elouise Westbrook, Commissioner
   L. Kirk Miller, Commissioner
   James McNamara, Commissioner

2. VISITORS:

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3. APPROVAL OF AGENDA:

4. APPROVAL OF MINUTES:

5. GENERAL COMMUNICATIONS:

6. REPORT OF SECRETARY:

7. COMMITTEE REPORTS:

8. REPORT OF COUNSEL:

9. TENANT REPRESENTATIVE REPORT:

0. UNFINISHED BUSINESS:

1. NEW BUSINESS:

   (a) Resolution - Authorizing Award of A Contract for the Rehabilitation of Thirteen (13) Vacant Units at Potrero Annex Development Cal 1-10, Phase I

   (b) Resolution - Authorizing Award of a Contract for the Rehabilitation of Eleven (11) Vacant Units at Potrero Annex Development, Cal 1-10, Phase II

   (c) Resolution - Authorizing Award of a Contract for the Rehabilitation of Five (5) Vacant Units at 3850 18th Street, 345 Hermann Street, 33 Harbor Road, 220 West Point Road and 222 West Point Road

   (e) Resolution - Authorizing Award of a Contract for the Fabrication and Installation of Gas Meter Enclosures at Potrero Terrace Development, Cal. 1-2

11. NEW BUSINESS (Continued)

Homeless Model Project Award
for Rosa Parks Development,
Cal. 1-18(5)

Employee Award Ceremony

12. ADJOURNMENT:

James E. Clay
Secretary/Executive Director

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HOUSING AUTHORITY
OF THE
CITY AND COUNTY OF SAN FRANCISCO

Regular Meeting Held:
Tuesday, December 23, 1986

1815 Egbert Avenue
San Francisco, CA

The Housing Authority of the City and County of San Francisco met in regular session at 1815 Egbert Avenue, San Francisco, California on Tuesday, December 23, 1986 at 4:00 p.m.

1. ROLL CALL:

The meeting was called to order by President Fussell at 4:10 p.m.

Roll Call found the following members to be:

PRESENT: James G. Fussell, Jr., President
Reverend Harry Chuck, Vice President
Betty Brooks, Commissioner
Elouise Westbrook, Commissioner
James McNamara, Commissioner

ABSENT: Joan San Jule, Commissioner
L. Kirk Miller, Commissioner

A quorum was present.

ALSO PRESENT: James E. Clay, Executive Director
Geraldine Chavis, Legal Counsel

2. VISITORS:

3. APPROVAL OF AGENDA:

Commissioner Brooks moved to approve the agenda of December 23, 1986 and Commissioner Westbrook seconded the motion. The agenda of December 23, 1986 was UNANIMOUSLY APPROVED.

4. APPROVAL OF MINUTES:

The minutes of the last meeting were not available.

5. GENERAL COMMUNICATIONS:

Mr. Clay reported that funding for Christmas activities at the various sites has been received from the Mayor's Youth Fund.

6. REPORT OF SECRETARY:

The Report of Secretary has been submitted in written form.

7. COMMITTEE REPORT:

None.

8. REPORT OF COUNSEL:

The Report of Counsel has been submitted in written form.

9. TENANT REPRESENTATIVE REPORT:

None.

10. UNFINISHED BUSINESS:

(a) RESOLUTION NO. 2917

RESOLUTION AUTHORIZING ADOPTION OF THE TENANT ADMISSION AND CONTINUED OCCUPANCY POLICY

* *

WHEREAS, 24 Code of Federal Regulations, Part 900, requires Public Housing Agencies (PHAs) to establish tenant admission and continued occupancy requirements;

WHEREAS, the current Tenant Selection and Occupancy Policies of the Housing Authority of the City and County of San Francisco needs to be revised to comply with the requirements, standards, and criteria set forth in said regulation;

WHEREAS, various groups representing tenants' interests were given thirty (30) days written notice of the proposed changes and an opportunity to present written comments;

WHEREAS, the written comments received have been taken into consideration;

WHEREAS, Resolutions 2111, 2503, 2504, 2505 had previously been adopted by the Authority; and

WHEREAS, on December 11, 1986, Resolution 2914 was adopted; and

WHEREAS, this resolution failed to rescind and or incorporate, as necessary, Resolutions 2111, 2503, 2504, 2505; and

WHEREAS, it is in the best interest of the Authority to have all of its current tenant admission and continued occupancy requirements set forth in the same policy;

NOW, THEREFORE, BE IT RESOLVED BY THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. The policy set forth in Exhibit A which is attached hereto and made a part hereof is hereby adopted as the Tenant Admission and Continued Occupancy Policy of the City and County of San Francisco;

2. The Executive Director is hereby authorized to take all steps necessary to implement, and execute said tenant Admission and Continued Occupancy Policy; and

3. A copy of said policy shall be readily accessible to applicants and tenants for review.

4. Resolutions 2111, 2503, 2504, 2505 and 2914 are hereby rescinded.

5. This Resolution shall take effect immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis
Legal Counsel

Date:_____

Mr. Clay stated that a resolution adopting policies and procedures was adopted at the last Commission meeting. Legal Counsel pointed out some changes that needed to be added to the resolution. This is just a technical amendment to the resolution passed at the last Commission meeting.

Commissioner McNamara moved to adopt Resolution No. 2917 and Commissioner Brooks seconded the motion. Resolution No. 2917 was UNANIMOUSLY ADOPTED.

11. NEW BUSINESS:

(a) RESOLUTION NO. 2918

RESOLUTION AUTHORIZING THE GENERAL REPAIR OF THIRTEEN (13) VACANT UNITS AT POTRERO ANNEX CAL 1-10, PHASE I

* *

WHEREAS, the Authority has been allocated funds by HUD, as part of the Comprehensive Improvement Assistance Program (CIAP) for the repair of Authority owned vacant units; and

WHEREAS, there are thirteen (13) moderately to heavily damaged units at Potrero Annex; and

WHEREAS, the Authority solicited bids for the repair of thirteen (13) vacant units at Potrero Annex; and

WHEREAS, on August 21, 1986 the following two bids were received and publicy read aloud:

BIDDER	BID AMOUNT
Angotti & Reilly, Inc.	$215,114.00
Tony Gonzales Construction	$204,296.00

WHEREAS, Tony Gonzales Construction did not comply with the bid requirements; and

WHEREAS, Authority staff has evaluated the remaining bid and found the bid to be in compliance with all requirements of the bid proposal; and

WHEREAS, the remaining bid received is within this funding allocation;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized and directed to execute a contract with the aforementioned contractor on behalf of the Authority in the amount of:

$258,137.00
($215,114.00 + 20% contingency)

APPROVED AS TO FORM:

_____
Legal Counsel

Date:_____

Commissioner Brooks moved to adopt Resolution No. 2918 and Commissioner Westbrook seconded the motion. Resolution No. 2918 was UNANIMOUSLY ADOPTED.

(b) RESOLUTION NO. 2919

RESOLUTION AUTHORIZING THE GENERAL REPAIR OF ELEVEN (11) VACANT UNITS AT POTRERO ANNEX CAL 1-10, PHASE II

* * * * * * * * * * * * * * * * * * *

WHEREAS, the Authority has been allocated funds by HUD, as part of the Comprehensive Improvement Assistance Program, (CIAP) for the repair of Authority owned vacant units; and

WHEREAS, there are eleven (11) moderately to heavily damaged units at Potrero Annex; and

WHEREAS, the Authority solicited bids for the repair of the eleven (11) vacant units at Potrero Annex; and

WHEREAS, on December 12, 1986 the following three bids were received and publicly opened and read aloud:

BIDDER	BID AMOUNT
Angotti & Reilly/T.E. Joo	$148,872.00
Tony Gonzales Construction Co.	$119,904.00
Lee Home Builders, Inc.	$120,000.00

WHEREAS, the low bidder, Tony Gonzales Construction Co. did not provide a bid bond and is thereby not in compliance with bid requirements; and

WHEREAS, Lee Home Builder, Inc. withdrew its bid; and

WHEREAS, the remaining bid from Angotti & Reilly/T.E. Joo is within this funding allocation and found to be in compliance with all requirements of this bid proposal;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized and directed to execute a contract with the aforementioned contractor on behalf of the Authority in the amount of:

$178,646.40
($148,872.00 + 20% contingency)

APPROVED AS TO FORM:

_____
Legal Counsel

_____
Date

Commissioner Brooks moved to adopt Resolution No. 2919 and Commissioner Westbrook seconded the motion. Resolution No. 2919 was UNANIMOUSLY ADOPTED.

(c) RESOLUTION NO. 2920

RESOLUTION AUTHORIZING THE GENERAL REPAIR OF FIVE (5) VACANT UNITS AT:

3850 18th #313 220 West Point Rd.
345 Hermann St. 222 West Point Rd.
33 Harbor Road

* * * * * * * * * * * * * * * * * * *

WHEREAS, the Authority has been allotted funds by HUD, as part of the Comprehensive Improvement Assistance Program, (CIAP) for the repair of Authority owned vacant units; and

WHEREAS, there are five (5) heavily damaged units at the above referenced sites; and

WHEREAS, the Authority solicited bids for the repair of the five (5) vacant units; and

WHEREAS, on November 10, 1986 the following three bids were received and publicly read aloud:

BIDDER	BID AMOUNT
Lee Home Builders	$160,000.00
Tony Gonzales Construction Co.	$310,378.00
Angotti & Reilly/T.E. Joo	$208,764.00

WHEREAS, Authority staff evaluated the low bid and found the bid to be in compliance with all requirements of the bid proposal; and

WHEREAS, the low bid received is within this funding allocation

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is authorized and directed to execute a contract with the aforementioned contractor on behalf of the Authority in the amount of:

$192,000.00

($160,000.00 + 20% contingency)

APPROVED AS TO FORM:

_____
Legal Counsel

_____
Date

Commissioner Brooks moved to adopt Resolution No. 2920 and Commissioner Westbrook seconded the motion. Resolution No. 2920 was UNANIMOUSLY ADOPTED.

(d) RESOLUTION NO. 2921

RESOLUTION AUTHORIZING AWARD OF CONTRACT FOR THE FABRICATION AND INSTALLATION OF GAS METER ENCLOSURES AT POTRERO TERRACE, CAL 1-2

* *

WHEREAS, on December 8, 1986, this Authority advertised for bids for the fabrication and installation of gas meter enclosures at Potrero Terrace, CAL 1-2, to eliminate a potentially serious hazard at that complex; and

WHEREAS, on December 18, 1986, the four following bids were received and publicly opened and read aloud:

Bidder	Bid Amount
Nueva Castilla	$ 54,480
Crown Iron Works	$ 74,705
E. Mitchell, Inc.	$ 119,288
N. V. Heathorn, Inc.	$ 167,328

WHEREAS, Authority staff has evaluated the low bid and found the bid to be in compliance with all requirements of the bid proposal; and

WHEREAS, HUD funding as part of the Authority's CA-1-907 Comprehensive Improvement Assistance Program is available for this work; and

WHEREAS, the low bid received is within this funding allocation.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO:

1. That a contract for the work be awarded to Nueva Castilla in the amount of $54,480 to provide gas meter enclosures at Potrero Terrace, CAL 1-2.

2. That the Secretary/Executive Director is authorized and directed to execute a contract with the abovementioned contractor on behalf of this Authority.

3. That this Resolution becomes effective immediately.

APPROVED AS TO FORM:

_____
Legal Counsel

_____
Date

Vice President Chuck moved to adopt Resolution No. 2921 and Commissioner Brooks seconded the motion. Resolution No. 2921 was UNANIMOUSLY ADOPTED.

(e) RESOLUTION NO. 2922

RESOLUTION APPROVING AMENDED PART I AND PART II
OF SECTION 8 HOUSING VOUCHER PROGRAM
ANNUAL CONTRIBUTIONS CONTRACT NO. SF-618
AND AUTHORIZING EXECUTION
* *

The Housing Authority of the City and County of San Francisco ("PHA") desires to enter into an amended Annual Contributions Contract ("ACC") with the United States of America ("Government") for the Section 8 Existing Housing Voucher Program.

The Section 8 Existing Housing Voucher ACC consists of the following counterparts:

(a) Part I of the ACC, HUD-52520D (6/85) applicable to the Section 8 Existing Housing Voucher Program;

(b) Part II of the ACC, HUD-52530E (6/85) applicable to both the Section 8 Existing Certificate and Voucher Programs.

Now therefore be it resolved by the PHA, as follows:

1. The Amended Part I, Exhibit I and Part II of the ACC for the Section 8 Existing Housing Voucher Program are hereby approved and accepted. The President or Vice President is hereby authorized and directed to execute the counterparts of the ACC on behalf of the PHA, and the Secretary is hereby authorized to impress the official seal of the PHA on each such counterpart and to forward such executed counterparts to the Government together with such other documents evidencing the approval and authorizing the execution of as may be required by the Government.

2. This resolution shall take effect immediately

APPROVED AS TO FORM:

_____
Geraldine L. Chavis, Legal Counsel

Date: _____

Commissioner Westbrook moved to adopt Resolution No. 2922 and Commissioner Brooks seconded the motion. Resolution No. 2922 was UNANIMOUSLY ADOPTED.

(f) RESOLUTION NO. 2923

RESOLUTION APPROVING THE RESTORATION OF SALARIES FOR ADMINISTRATIVE EMPLOYEES WHO SUFFERED A 10% REDUCTION AS PART OF THE AUTHORITY'S COST CONTAINMENT PROGRAM

* *

WHEREAS, the Board of Commissioners in approving the revised operating budget for the period October 1, 1986 through September 30, 1986 mandated a ten percent salary cut for all administrative employees;

WHEREAS, this salary reduction was implemented for all staff employed in this category, effective April 1986;

WHEREAS, the reduction in salary was made to comply with the HUD requirement that the Authority end the fiscal year with a contribution to reserve of an amount not less than $677,000;

WHEREAS, the year end financial statements of the Authority reflect a savings in excess of the recommended amount;

WHEREAS, it is the desire of the Board of Commissioners to fairly compensate all classes of its employees within the resources of the Authority;

WHEREAS, the Commission recognized that the level of savings could not have been realized without the efforts of the affected employees;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE HOUSING AUTHORITY OF THE CITY AND COUNTY OF SAN FRANCISCO THAT:

1. The Executive Director is directed and authorized to restore lost salaries to the affected employees; and

2. This action is limited to those employees who were on board as of April 1, 1986 and remain with the Authority; and

3. This Resolution is effective immediately.

APPROVED AS TO FORM:

_____
Geraldine L. Chavis, Legal Counsel

Date: _____

Commissioner Brooks moved to adopt Resolution No. 2923 and Commissioner McNamara seconded the motion. Resolution No. 2923 was UNANIMOUSLY ADOPTED.

12. ADJOURNMENT:

There being no further business to come before the Commission, the meeting of December 23, 1986 was adjourned at 4:25 p.m. Following the regular Commission meeting, there was an Awards Ceremony and reception sponsored by the Commission. Awards and recognition were given to employees with 5, 10, 15, 20, 25, 30 and 35 years of service and the Employee of the Year.

_____
JAMES G. FUSSELL, JR., President

_____
JAMES E. CLAY
Executive Director/Secretary